



**Jennie Leung:**  
Award winning, responsible, and conscientious graphic designer. Adobe Certified Professional in Visual Design, with First Class Honours Graphic Design degree, and professional industry experience.

## CONTACT



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## TECHNICAL SKILLS



Adobe After Effects



Adobe XD



Adobe Premiere Pro

## RELEVANT EXPERIENCE



### GRAPHIC DESIGNER - HAVANT BOROUGH COUNCIL

2024–2026

- Identity and branding design for environmental, health and wellbeing, and community-focused campaigns. Includes logo design, editorial design, and promotional assets - Digital: Social media, email, and website graphics. Print: large format posters, leaflets, banners, flags, business cards, window decals, packaging, vehicle wraps, and merchandise).
- Print and WCAG AA compliant editorial design for council strategies and reports. Topics include biodiversity, climate change, data and analytics, regeneration, community, health, and finance.
- Writing copy and conducting photoshoots to create content for use in printed and digital materials.
- Creating email templates using GovDelivery and scheduling social media posts via Hootsuite.

### GRAPHIC & DIGITAL DESIGNER (INDUSTRIAL PLACEMENT) - STFC 2022–2023

- Digital and print editorial design for ISIS Neutron and Muon Source, Scientific Computing, UK XFEL, STFC Estates, Met Office, and UK Atomic Energy Authority.
- Identity and branding design for sustainable travel campaign, including print and digital editorial reports, promotional flags, banners, signage, and apparel.
- Information design for UK Government Department for Science, Innovation and Technology.
- Poster, signage, and wayfinding design.
- UI graphics for STFC Digital Infrastructure Sharepoint Hub website.

### GRAPHIC DESIGN - FREELANCE

2014–2026

- Brand identity and editorial design - Portsmouth City Council: Victoria Park Resource Pack.
- Identity and branding design - Portsmouth Grammar School Wildlife Club and Kung fu Bamboo sustainable start-up.
- Web UI and social media promotional graphics - Angel Clothing.

### GRAPHIC DESIGN - UNITE THE UNION

2019–2020

- Creation of campaign posters, flyers, and business cards for Unite the Union SSE branch reps.

### GRAPHIC DESIGN - SSE ENERGY SERVICES (OVO ENERGY)

2016–2020

- Internal communication graphics for SSE Retail, including logos, posters, flyers, training and engagement materials, and data visualisations.
- Design of external print and digital promotional graphics for SSE Retail.
- Collating, validating, and reporting high level KPI metrics via data visualisation to Director level, to assist management in utilising data to achieve targets and objectives.

## EDUCATION



### CERTIFIED CARBON LITERATE - CARBON LITERACY PROJECT

2025

### UNIVERSITY OF PORTSMOUTH - BA (HONS) GRAPHIC DESIGN FIRST CLASS (GRADE AVERAGE: 85%)

2020–2024

Design disciplines: Identity and branding, Editorial, Information design, Animation, UI/UX.

- Winner of South West Design + Digital Student Awards for Graphic Design (editorial design).
- Winner of University of Portsmouth Visual Culture award (dissertation).
- Highly Commended for Royal Society of Arts Student Design Awards (identity & branding design).
- Commendation from design agency Alive With Ideas (animation).
- Graduation Student Speaker (orator).

### ADOBE CERTIFIED PROFESSIONAL - VISUAL DESIGN

2023

### HAVANT COLLEGE - A LEVELS

2004–2006

Fine Art (C), English Language (C), Psychology (C)

### SPRINGFIELD SCHOOL - GCSEs

1999–2004

Twelve A\*–C GCSEs, including: English (A & A\*), Art & Design (A), Graphics (B), Maths (C)

## AWARDS AND HONOURS



Alive With Ideas commendation



South West Design + Digital Student Awards: Graphic Design winner



Royal Society of Arts Student Design Awards: Highly Commended



University of Portsmouth Visual Culture award



Anjool Maldé Young Innovator of the Year Award nomination



Havant Hero award

## ADDITIONAL INFORMATION



Graduation Student Speaker (Orator)



University Student Voice Course Representative



First Aider (AED certified)



Mental Health First Aider



Fire Marshall



Certified Carbon Literate

## OTHER EMPLOYMENT



2020

### BLAKE MORGAN - ARCHIVING ASSISTANT

- Audit of client wills and deeds, ensuring accuracy through attention to detail and ensuring client data protection at all times.
- Creation of Pivot Tables and charts using Excel to manage reporting of will audits to management. Implementation resulted in increased accuracy of work forecasting and improved efficiency through accurate monitoring and feedback.
- Excel training provided to colleagues and instructional document created prior to end of contract, to ensure continuation of improved will audit reporting.
- Post room duties - receiving and filing post, franking post, recording special deliveries, and booking couriers. An additional responsibility undertaken when post team furloughed, ensuring incoming and outgoing mail was not delayed.

### SSE ENERGY SERVICES (OVO ENERGY):

#### 1: MANAGEMENT INFORMATION ANALYST

2019-2020

- Collating, validating, and reporting high level Key Performance Indicator data in data visualisation, chart, and table formats through Excel to Director level.
- Providing additional insight to assist management in utilising data to achieve targets and objectives.

#### 2: DIGITAL SERVICES DEPUTY MANAGER

2017

- Collating and reporting daily team performance statistics to monitor employee efficiency and identify employees requiring help to achieve targets.
- Conducting fortnightly team training and coaching, and training new staff, utilising excellent verbal communication skills.
- Performing verbal and written quality checks and providing feedback, utilising attention to detail, and diplomatic communication skills.
- Work instruction creation, proof reading, and editing. A responsibility given due to excellent attention to detail.
- Creating and implementation of Data Protection Breach Tracker using Excel, increasing reporting compliance and identifying employees requiring help to reduce non-compliance.
- Workflow management, ensuring multiple department email streams and phone line answered within or exceeding response time targets.
- Hosting team meetings, verbal communication, public speaking, presentation skills.

#### 3: CUSTOMER SERVICE ADVISOR

2007-2016

- Specialising in vulnerable customer care and Digital Services, through telephone, email and live chat, requiring excellent written and verbal communication skills, in addition to listening skills to identify and help customers requiring extra assistance.

## REFERENCES



### GRAPHIC DESIGNER - HAVANT BOROUGH COUNCIL

Sandy Wilson (Manager) - sandy.wilson@havant.gov.uk, 02392 446 506

### DIGITAL & GRAPHIC DESIGNER - SCIENCE & TECHNOLOGIES FACILITIES COUNCIL (STFC)

Andrew Collins (Manager) - andrew.collins@stfc.ac.uk, 01925 603 831

### BA (HONS) GRAPHIC DESIGN - UNIVERSITY OF PORTSMOUTH

Sarah Houghton (Course Leader) - sarah.houghton@port.ac.uk

### GRAPHIC DESIGN - SSE ENERGY SERVICES & UNITE THE UNION

Martin Smith (Unite The Union Superior) - martin.s.smith@ovo.com, 07716 149 554