

steven venn

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Core Software + Skills

Qualifications for the position of Multimedia Designer

PROFESSIONAL SUMMARY

Digital Content Producer and Web/Graphic Designer with 10+ years of experience creating and managing digital assets, websites, promotional campaigns, and branded content across Bell Media/iHeartRadio, and other digital environments. Expert in Adobe Creative Cloud, WordPress/AEM/Polopoly, HTML/CSS, and digital asset production with strong skills in copy editing, UX/UI design and updates, and analytics. Collaborative, organized, and skilled at delivering high-quality creative solutions under tight deadlines.

Digital & Web: WordPress, AEM, Polopoly • HTML/CSS • Basic JavaScript/jQuery
• Google Web Designer • Google Analytics • Meta Business Suite • Braze & Mailchimp
• SEO • UX/UI design and updates
Design: Adobe Creative Cloud (Photoshop, Illustrator, InDesign, Premiere) • Basic Figma
• Digital/print layout • Photo editing/retouching • Motion/animated ads
Content & Media: Copywriting • Social media design • Audio editing and uploading
(Audition, Omny Studio)
Other: Project/campaign management (Monday/Asana) • Microsoft Office • Photography

Professional Experience

DIGITAL CONTENT PRODUCER

Bell Media / iHeartRadio Canada (later Vista Radio), **Kelowna BC** 2014 – 2025

- Created and managed digital content across Bell Media's BC Interior, and the iHeartRadio brand platforms, including websites, contest pages, promo campaigns, banners, and online graphics
- Improved UX/UI through regular site updates and maintenance, SEO, and the collection and reporting of analytics
- Developed and designed client digital ads (big box ads, leaderboards) using Adobe Creative Cloud and Google Web Designer as part of Bell Media's digital marketing
- Supported Promotions team with large-format collateral (billboards and signage)
- Ensured brand consistency through graphics production, copy editing, and social media asset creation
- Designed and produced e-mail newsletters/exclusives using Braze and Silverpop
- Uploaded audio content, show clips, and digital assets to support on-air teams

SENIOR GRAPHIC DESIGNER

Steven Venn Design Communications, Toronto/Ottawa 2001 – 2007, 2009 – 2014

Freelance and agency-based design work for broadcast media and corporate clients

- Produced complete print and digital solutions from concept to final production
- Designed graphic campaigns, annual reports, and marketing collateral for BCE/CTV, The Comedy Network, CBC Television, and other clients
- Managed layout, typesetting, retouching, file preparation, and press approvals
- Collaborated with clients, creative teams, vendors, and printers to deliver high-impact graphic design solutions

EARLIER DESIGN ROLES (2000 – 2014)

ReBox Communications - Calgary, AB - Visual Communication Designer 2014

Ottawa Chamberfest - Ottawa, ON - Web & Graphic Designer 2013 – 2014

Accurate Communications - Ottawa, ON - Multimedia Designer 2012 – 2013

CTV / The Comedy Network - Toronto, ON - Intermediate Graphic Designer 2000 – 2001

- Designed press kits, advertisements, and publications for government, corporate, media, and cultural clients
- Created WordPress sites, as well as implementing HTML/CSS and basic JavaScript
- Produced branding assets, UX/UI elements, and social media graphics for sales, events, and promotional campaigns

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Other Professional Experience

Education + Training

Qualifications for the position of Multimedia Designer

CREATIVE WRITER / PRODUCER

Stingray Radio - Calgary AB 2008 – 2009

- Wrote and produced commercials and promos for Stingray Radio and its clients
- Provided audio editing and production of commercial spots, promos, and station imaging using Pro Tools, Adobe Audition, and Maestro
- Managed booking and commercial tracking via DeltaFlex

ANNOUNCER / PRODUCER

CJCD Mix100 (Vista Radio Group) - Yellowknife NT 2007 – 2008

- Radio host who provided on-air announcing, voice-tracking, and station on-site remotes
- Voiced commercials and performed production duties using Adobe Audition and maintained on-air operations via the MTS Production System
- Collaborated with sales team and creative writers on commercials/promo content

POSTGRADUATE CERTIFICATE - Web Design, Development & Maintenance 2010

Humber Polytechnic, Toronto ON

- Website production, design, and development with HTML, CSS, PHP; Adobe Creative Cloud components including Dreamweaver, Photoshop, and Illustrator
- Basic introduction to website creation and maintenance with WordPress, and database construction with PHP/MyAdmin

POSTGRADUATE CERTIFICATE - Radio Broadcasting 2006

Humber Polytechnic, Toronto ON

- On-air announcing and performance, audio production, commercial writing, and advertising
- Familiarity with basic board operations and recording/audio production

BACHELOR OF FINE ARTS - Graphic Design/Painting (Double Major) 1993

York University, Toronto ON

- Typesetting, corporate identity design, art direction, and graphic layout and print production; design theory and history. Fine art painting and drawing as part of my education curriculum

PROFESSIONAL DEVELOPMENT

- JavaScript/jQuery & WordPress – George Brown College
- Photography courses – Toronto Metropolitan University
- Advanced Photoshop instruction – Digital Media Studios
- Continuous learning via LinkedIn Learning, Bring Your Own Laptop, Skillshare, Coursera, and other online tutorial sources

Portfolio: stevenvenndesign.com

References upon request