



Education

California State University: Los Angeles

(9/2015 - 12/2018)

BA - Graphic Design/Visual Communication

East Los Angeles College

(2/2012 - 12/2014)

AA - General Studies: Natural Sciences

AA - Social and Behavioral Sciences

Skills

Indesign

Illustrator

Photoshop

Premiere Pro

Hubspot

Microsoft Office

Languages

English

Spanish

Contact

Phone

(323) 365 3264

Email

alanjigsaw@yahoo.com

Alan Mondragon

Marketing & Graphic Design

Work Experience

People Serving People - Creative Manager

(7/2026 - present)

- Develop and create engaging social media posts, social media calendar, and monitor performance metrics.
- Manage the design and production of high-quality, brand-aligned print/digital assets and short-form video.
- Build and maintain digital assets, drive logistics for creative projects, and coordinate with vendors.

Keystone Community Services - Marketing & Communications Manager

(10/2024 - 7/2026)

- Develop and update communications through social media, company website, and other digital platforms.
- Oversee print and paid advertising to ensure consistent branding for marketing/communications use.
- Identify growth opportunities, research, and create outreach strategies to help plan and market events.

Crawl With Us - Lead Graphic Designer

(7/2024 - 10/2024)

- Develop and maintain brand identity guidelines, ensuring consistency across all materials.
- Create compelling visual designs for marketing materials, packaging, and digital assets.
- Manage design projects, improve design processes, and workflows.

Every Meal - Marketing Coordinator

(10/2020 - 6/2024)

- Plan, execute, and track marketing programs such as email, event, and social media via Hubspot.
- Coordinate product, event, content email marketing campaigns & designing content print and digital.
- Developing & managing blogs, website and public relations efforts ensuring a consistent voice.

KConfs - Marketing Designer

(8/2019 - 10/2020)

- Content Design, Spreadsheet Maintenance, Media & Video Production, Customer Service.
- Wordpress site Design, Graphic Design, Social Media Maintenance via HootSuite.
- Follow-Up Calls/Emails, Website Updates and Written Content.

Pacas Y Paletas USA - Sales and Marketing Associate

(4/2019 - 6/2019)

- Social Media Ad Creation Photo/Video, Follow Up messages/phone calls, cold calls.
- Website Updates, Mass Emailing Mailchimp/SendinBlue, Data Capture on Google Sheets.
- Sales, PR Event Plannings/Promotions, Blog Posts/Wordpress.

LinkedIn

www.linkedin.com/in/alan-mondragon-5bb43357/

Website

www.alanjigsaw.com

Facebook

www.facebook.com/alan.m.dragon