

Jelena Sipilova

Graphic & Motion Graphic Designer

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Languages

Lithuanian

English

Russian

About

With a solid foundation in luxury fashion retail at Gucci, I excel in providing exceptional customer service and sales support. Skilled in CRM data management and financial reporting, I thrive in fast-paced environments, ensuring premier customer experiences with a passion for high-end goods.

BRANDS WORKED WITH

- Brand Relations LTD
- Gucci Luxury Retail
- Inditex/ Fashion Retail

Experience

- Graphic Designer**
Brand Relations LTD | Aug 2021 - Dec 2023
I was involved in various projects, offering all-encompassing branding solutions. -Creating logos, artworks, and brochures, conceptualising landing pages, designed business cards, curating social media aesthetics, and attention grabbing banners for exhibitions. Additionally, overseeing administrative tasks such as arranging client meetings, procuring essential supplies, and sourcing printing and packaging partners.
- Customer Service/ Sales**
Gucci Luxury Retail | Mar 2018 - Aug 2021
Full Time in Customer Service/Sales/ Administration. Dealing with the sale of high-end luxury goods -Performing sales, as well as capturing and maintaining customer data, working with CRMs. Keeping a record of stock transfers and inventory, recording figures for the store's performance, and sending financial reports to the finance team. Performing other administrative duties as assigned.
- Customer**
Inditex/ Fashion Retail | Nov 2011 - Mar 2018

Education & Training

- 2014 - 2017 ● **University of Greenwich**
BA 1st, Graphic and Digital Design