

LESLIE CASTRO

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lesliecastrodesigns.com

Work Experience

Account Manager Assistant, Entourage Yearbooks Feb 2026 – Present

- Assisted clients with design projects, providing guidance on layout, typography, visual consistency, and technical support
- Collaborated with team members to ensure high-quality production

Library Associate, Princeton Public Library Dec 2021 – Present

- Support visitors with inquiries, promoting a positive patron experience
- Created visually engaging infographics for a library fundraising initiative, helping communicate goals and impact to the community
- Supported outreach efforts by creating social graphics translated into Spanish

Marketing Coordinator, Corcoran Sawyer Smith Mar 2025 – Jan 2026

- Designed and produced print and digital marketing materials
- Developed targeted email campaigns that elevated agent and listing exposure
- Managed layouts with consistent typography and visual hierarchy.

Academic Evaluator, The College of New Jersey Feb 2022 – Mar 2023

- Updated and maintained accurate academic records for a diverse set of students
- Oversaw and ensured timely processing of diploma orders

Education

Class of 2024

AAS, Advertising & Graphic Design, Mercer County Community College

Class of 2021

BA, Spanish, The College of New Jersey

Cum Laude

Skills

- Spanish (Native Speaker)
- Microsoft Office & Google Workspace
- Graphic Design (Adobe Creative Suite, Canva)
- Email Marketing & Communications
- Office & Records Management