Jeremy Hutchins, **Visual Designer**

Detail-oriented visual designer experienced in branding, UI/UX, and creating polished, user-focused designs. Skilled at developing intuitive and visually impactful websites, emails, and social content. Strong background in customer service, collaboration, and effective communication.

jhxdesign.com

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Experience

Patient Services Coordinator at Mass General Brigham

Nantucket Cottage Hospital | Jul 2025 - Present | Nantucket, MA

- Managed front-desk operations in a high-volume ambulatory setting, including patient check-in/out, appointment scheduling, referrals, and insurance authorizations, while ensuring a welcoming and professional experience.

- Maintained accurate patient records and documentation using Epic, coordinated with providers and departments, and upheld HIPAA standards in a fast-paced, collaborative environment.

Host, Server Assistant at Wild Olive Cucina Italiana

Jul 2024 - May 2025 | Johns Island, SC

- Sharpened attention to detail and multitasking abilities by managing high-pressure situations and maintaining brand standards.

- Strengthened communication and collaboration skills through cross-functional teamwork, customer-facing interactions in fast-paced environments, and ensured smooth operations and consistent satisfaction across touchpoints.

Visual Designer at WellTrust Medical Group

Dec 2021 - Dec 2023 | Charlotte, NC

- Designed brand-aligned digital assets for email campaigns, landing pages, and paid social, applying responsive principles across desktop and mobile.

- Built high-fidelity wireframes and prototypes in Figma to support internal campaigns and user flows. Collaborated closely with marketing and product leads to refine messaging and visuals. Oversaw QA process for design rollouts, flagging inconsistencies and optimizing final assets.

Graphic Design Intern at Massachusetts Department of Elementary and Secondary Education

Aug 2020 - Dec 2020 | Malden, MA

- Designed social media graphics, email visuals, and infographics for statewide education campaigns.

- Applied brand guidelines to internal presentations, event flyers, and accessibility-forward templates. Worked with multiple stakeholders to refine assets quickly based on feedback.

Education

University of South Carolina

Graduated 2020

BFA Graphic Design

Cum Laude | GPA: 3.663

Dean's list, all semesters

Email Marketing Certification

Hubspot Academy

Google UX Design Professional Certificate

(in progress)

Design Skills

Branding + Identity

Concept Development

Prototyping

Quality Assurance

Social Media

UI / UX

Wireframing

Technical Skills

Adobe Creative Suite

Affinity Suite

Figma

JIRA

Miro

Sketch