

VICKY JEAN-LOUIS

ELECTRICIAN | ENTREPRENEUR | GRAPHIC DESIGNER

EDUCATION

Electrician Red Seal Trade 309A
Commercial and Maintenance
La Cite College | 2026

Graphic Design for Print
Algonquin College | 2011

High School Diploma
ESRH | 2005

List of independent coursework
available upon request.

List of specific skills
available upon request.

References available upon request.

CONTACT

Vicky Jean-Louis
Orleans, Ontario, Canada
Canada K1C 2J5
E: vickgraphicdesign@gmail.com



PROFESSIONAL EXPERIENCE

Multi-disciplinary professional combining creative expertise in graphic design and video production with technical electrical skills. Started first business at 15, with a proven track record in entrepreneurship, youth education, and skilled trades. Passionate about continuous learning and bringing precision to both creative and technical work.

PROFESSIONAL EXPERIENCE

Commercial and Maintenance Apprentice Electrician

Ottawa 586 - International Brotherhood of Electrical Workers (IBEW) | 2021 - Present

- * Read drawings, interpret circuit diagrams and install per electrical code specifications
- * Install racks, conduits for electrical wiring, determining layouts for new or existing installations
- * Install, replace and repair lighting fixtures, switches, relays, transformers, motors and breakers
- * Test continuity of circuits using test equipment to ensure compatibility and safety
- * Troubleshoot and isolate faults in electrical and electronic systems
- * Collaborate with journeyman on complex installations and major equipment overhauls

Industrial Millwright Apprentice

Maintenance Industrial Millwright Apprentice (Potvin Construction) | 2019 - 2020

- * Read drawings and mechanical diagrams, for installing per building and safety code specs
- * Diagnose mechanical faults in motors, gearboxes, bearings and hydraulic/pneumatic systems
- * Disassemble, repair and reassemble equipment using specific tools and proper techniques
- * Perform preventive maintenance to reduce downtime and extend equipment lifespan
- * Fabricate and fit replacement parts using cutting, welding and machining equipment

Business Owner

Vick's Work Studio | 2009 - Present

- * Provide graphic design, illustration, photography and cinematography services to clients Prescott-Russell and Ottawa
- * Founded and operated the video production side as *Golden Hill*, 2016-2017; integrating photography, videography, graphic design, illustration and music
- * Manage full business operations including client acquisition, administration, and promotion

Administrative Assistant

Prescott-Russell Entrepreneurial Academy | 2016

- * Organized conferences, meetings, and board of directors' meetings
- * Developed project resource materials including pictures, videos and website content
- * Managed coaching program deliverables and special events

Prescott-Russell Community Development Corporation | 2007 - 2012

Youth Entrepreneurship Coordinator | 2010 - 2012

- * Developed and implemented bilingual Youth Entrepreneurship Programming for students
- * Facilitated Summer Regional Youth Entrepreneurship Camps
- * Designed marketing strategies and coordinated community recognition events
- * Created project resource materials and website content

Communications Officer | 2009 - 2010

- * Launched new PRCDC website and implemented communications plan
- * Developed bilingual marketing strategies, commercial ads with pictures and videos
- * Maintained relationships with local nonprofit organizations, businesses and media

Secretary | 2007 - 2009

- * Created, edited and translated legal documents
- * Organized conferences, meetings, and annual general meetings
- * Managed office operations and staff schedules