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PAMS-DESIGNS.WEBS.COM

SKILLS

PROFICIENT IN
Mac OS 10
Microsoft Windows
Adobe Indesign CS6
Adobe Illustrator CS6

EXPERIENCED IN
Adobe Flash CS5
ActionScript 2.0 & 3.0
Adobe Photoshop CS6
Adobe Dreamweaver CS5
Adobe After Effects CS5

EDUCATION

University of Northern Iowa
December 2011
Major: Art Studio-Graphic Design
Certificate in Computer Applications
Dean's list six semesters
UNI Distinguished Scholar
Mapes Education Scholarship Recipient
GPA 3.5/4.0

WORK EXPERIENCE

FOSTER GROUP, WEST DES MOINES, IOWA

October 2014 to present

Client Coordinator. Answer the phone and direct calls. Greet and welcome clients/guests. Import dictation and data into Vector. Execute hospitality requests for clients. Design quarterly newsletter.

MEREDITH CORP. HIRED BY ADECCO, DES MOINES, IOWA

June 2013 to October 2014

Digital Asset Administrator. Queued up work and archived graphic design files into digital asset management system. Archived videos into video asset management system.

THE WHISTLE STOP ACADEMY, HUXLEY, IOWA

January 2013 to June 2013

Assistant Teacher. Cared for two-year-olds. Designed bulletin boards. Communicated with parents. Organized crafts and small groups.

GANNETT, DES MOINES, IOWA

December 2011 to January 2013

Print Artist. Designed and edited print ads for 82 U.S. daily newspapers.

REFERENCES

JENNIFER TORMEY

Supervisor
Des Moines Public Library
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LINDSAY HAMMRICH

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BRITTANY HEARD, RP®

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