







EXPERIENCE

Digital Marketing Manager at OMH Agency: May 2017 - Present

Reference: Tiffany Youngren 360.333.2058

As the digital marketing manager at OMH Agency, I have a large range of responsibilities. I manage client accounts and become the first point of contact when they have questions. I also am in charge of content development, writing social media posts and blogs for a variety of clients. I also do incedental graphic design and help with website development and maintenance. I am responsible for meeting deadlines, collaborating on new projects, and acting as a right hand assistant to the owner. This includes on-boarding new clients, helping with developing new strategies, and putting those strategies into action.

Freelance Graphic Design & Content Development: April 2016 - Present

I've been doing graphic design and content developement since I graduated college. From concept ideas to logos, social media management to print materials, I've been assisting mostly small business owners and start up companies with their graphic and writing needs. I've helped write website content, build blog editorial calendars, and social media strategies. Duties include setting and meeting deadlines, communicating well with clients and representatives, as well as juggling multiple projects at one time.

PrintingCenterUSA: May 2016 - February 2017

Reference: Aaron Rains 406.546.7696

As a Graphic Designer for PrintingCenterUSA, I helped update the website, build advertisements, write copy and web content, write and publish blogs, and was responsible for running their social media. I was involved in doing marketing research, building a marketing calendar and running social media giveaways, as well as being the first responder for Facebook and Twitter. I was also directly responsible for organizing the changeover of our website to a new platform and for rebuilding web pages according to my bosses needs and building layered files for our developers in China. I also made the product catalog, the sample packet, and various printed products for the company.

Digital Sales Lead At Barnes And Noble: August 2014 - April 2016 **Reference:** Tracy Curtis 801.229.1611

I started working for the company in August of 2014. I became the Digital Sales Lead at Barnes and Noble in September of 2015. I was trained in almost every department of the store and was responsible for customer service, maintaining a good attitude, taking inititive on things that need to get done, and also finishing assigned tasks efficiently and correctly while working with others and helping customers. As a lead I was responsible for training new hires and running the digital sales department of the store, which means a lot of selling and customer

service skills. I was also the Certified Music Department Trainer and was responsble for product resets throughout the month.

OBJECTIVE

My objective is to find a working opportunity to grow as an individual, whether it be independently or professionally or artistically. I would love to be able to expand my knowledge base and continue to approve my creative abilities.

EDUCATION

Associates Degree in Visual Communication with an emphasis in Graphic Design from Utah Valley University

SKILLS

- » Adobe Illustrator
- » Photoshop
- » InDesign
- » Adobe Creative Suite
- » Customer Service
- » Money Handling
- » Content & Blog Writing
- » Working With Others
- » Taking Initiative
- » Meeting Deadlines
- » Leadership
- » Training others
- » Child Care