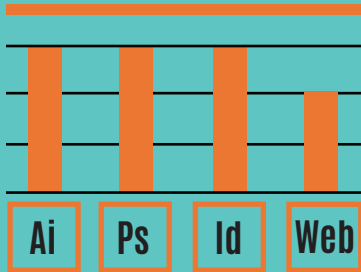


Skills



Familiar with WordPress
Online Advertising and SEO
PC Pro Certification
Microsoft Office Software

References

Jessie Eiting

Product Specialist:
EM Research 1301 Corporate Blvd,
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Graphic Communications Professor:
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Graphic Designer

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LinkedIn: kieleley-smith

Experience

2018-2019

Marketing Internship

EM Research, Reno, NV

Created marketing materials using Adobe software. Performed front-end website design and maintenance, organized online advertising campaigns and performed data collection and analysis tasks.

2014-2015

Volunteer Floor Attendant

Terry Lee Wells Nevada

Discovery Museum, Reno, NV

Prepared and operated educational labs and demonstrations for children.

Summer 2013-2014

Administrative Assistant

EM Research, Reno, NV

Performed administrative tasks such as answering phones, file organization, and digitization.

Goals

Artistic



Adaptable

Design



Education

Truckee Meadows Community College

Associate of Applied Science Graphic Communications

May 2019

Advanced Certificate

Graphic Arts & Media Technologies

May 2019

University of Nevada, Reno

38 credits earned towards B.S. in
Computer Science and Engineering.
2014-2016

Attended "Grow with Google"

Educational workshop
August 6, 2018