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EDUCATION

NORTHWEST NAZARENE UNIVERSITY, Nampa, ID
Bachelor of Arts in Graphic Design, Minors: Missions & Photography
May 2010

Deans List: 8 Semesters

Associations: Art Club, AIGA, Student Alumni Council, Social Board, Senior Class Council, Intramurals
Study Abroad, Fall 2008

Uganda Christian University, Mukono, Uganda

WORK EXPERIENCE

WOODLAND MANUFACTURING, Meridian, ID

Art Department, Shipping, Packaging, Wholesale, General Shop, March 2012 - present

- Programming order artwork to production-ready status
- Assisting in wholesale department with EDI relations including downloading new purchase orders, filling and shipping orders, creating and sending electronic invoices and shipping notifications after shipment has been finalized.
- Maintaining paper stock in main printers and keeping inventory of variety of paper types.
- Aiding Customer Service Department in answering incoming calls during high call volume.
- Quality control of retail orders followed by packaging, labeling and shipping.
- Completing a variety of other production tasks as needed including sorting, sanding, and hand-painting.

Custom Design & Quote Specialist, July 2010 - March 2012

- Served 100+ customers per week with questions regarding product details, order placement, and turnaround time.
- Assisted customers primarily via phone and e-mail with accurate quotes and designs for custom orders in a timely manner.
- Placed and edited custom orders to meet customer requests.
- Created solutions for transforming a custom order request into a three-dimensional final product.

CRUSADER NEWSPAPER, Northwest Nazarene University, Nampa, ID

Designer, January 2009 - May 2010

- Designed layout for weekly student newspaper maintaining consistent template to fit varying article lengths each week.
- Assisted Chief Editor in conducting weekly student polls and gathering feedback.
- Photographed various campus events related to feature articles.
- Distributed weekly final prints to campus community.

OASIS YEARBOOK, Northwest Nazarene University, Nampa, ID

Photography Director, August 2009 - May 2010

- Organized photo opportunities and assigned shoots to photographers followed by collecting photos from photographers and sorting further to determine best photos to represent each event and it's participants/attendees.
- Supervised photographers in meeting deadlines.
- Personally photographed 40+ events.
- Built relationships with NNU students and staff to create a system of photo sharing to acquire the most representative photos of the campus community during school events as well as off-campus involvement including mission trips and studies abroad.
- Designed page layouts as needed to assist Design Director and her team of designers in meeting deadlines.

Designer/Photographer, January 2009 - August 2009

- Photographed various campus events including intramurals, musicals, plays,
- Designed page layout for variety of community events and class pages.

VOLUNTEER/INTERNSHIP EXPERIENCE

The Wedding Chicks Design Intern – Boise, Idaho 2009

World Relief Intern – Boise, Idaho 2009

Women's and Children's Alliance Design Intern – Boise, Idaho 2009

Youth In Mission – Rwanda 2008

Outreach Trip – Senegal 2007

Work and Witness – Juarez, Mexico 2006

+ Various short-term and single-day volunteer opportunities

SOFTWARE/TECHNICAL SKILLS

Software:

Adobe CS4: InDesign, Photoshop, Illustrator, Lightroom 2

Microsoft: Word, Excel, Powerpoint, Outlook

Corel Draw

Skills: Screenprinting; Film Development