

EDUCATION:

Graduated, 05/2015

Ohio University, Athens, Ohio

- BFA in Graphic Design, Minor in Business Administration (Classes taken: Graphic Design Studios, Typography, Marketing, Accounting, Finance)
- WOL (Women On The Line) Poetry exhibition
- Awarded Dean's Undergraduate Creative Research Grant for proposal of Senior Thesis, "Transcendence"
- FATA (Fine Arts Talent Award) Scholarship
- AIGA (Cincinnati Chapter)
- Named to Dean's List in both Freshman, Sophomore years, and first semester of Junior year.

Lauren Wright

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Zanesville, OH

43701 USA

Graduated, 05/2011

Zanesville High school, Zanesville, Ohio

- Cumulative GPA of 4.0
- Named Academic All-Ohio by the Eastern District Scholastic Soccer Coaches Association.

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EXPERIENCE:

12/2015 – 07/2016

Stubbins, Watson & Bryan Co., L.P.A

Full Time 40 hrs a week

Duties: Clerical Assistant. Typing legal descriptions and preparing deeds, covering for secretary at front desk answering phones. Running errands to legal offices, the courthouse, and picking up mail.

11/2015 – 03/2016

American Eagle Outfitters

Part Time 5-10 hrs a week

Duties: (2nd job) Cashier, tidying store, etc.

05/2013 – Present

Witten Farm Market & Greenhouse

Summer Job. Avg. 40-50 hrs a week

Promoted to Manager 5/2014.

Duties: First summer worked as team member, unloading produce trucks, maintaining produce wagon, customer service. As manager, in addition to working normal shifts, delegating tasks, dealing with and resolving conflict, interviewing and hiring, adjusting schedules, etc.
(2nd job one night a week summer of 2016)

08/2014 – 05/2015

Ohio University Printing Services

PACE internship, Avg. 10 hours a week

Duties: Assisting with workload, typesetting booklets, posters, brochures, nametags, etc. Designing material for on-campus and off-campus clients within a timeframe.

SKILLS:

- Proficient with computer (Illustrator, Indesign, Photoshop, After effects, html/CSS, wordpress)
- Ceramics wheel-throwing, Screenprinting, photography. Strong artistic sense.
- Proficient with cash register and money handling
- Experienced at interacting with the public
- Strong organizational and leadership/team based skills