

# KIRA BELLIS

kirabellis@gmail.com | +44 7957 256492 | kirabellis.com  
8904 Carlisle Road, Wyndmoor, PA 19038

## Education

---

**UNIVERSITY OF VERMONT**  
BURLINGTON, VT  
Expected Bachelor of Arts  
Art History, Applied Design  
December 2018

## References

---

Contact details upon request

**ANDI HARRIS**  
FITZ & CO  
Social Media Account Executive

**OLIVIA VERDUGO**  
THE BARNES FOUNDATION  
Graphic Designer

**KELSEY NEUBAUER**  
THE VERMONT CYNIC  
Editor-in-Chief

## Skills

---

InDesign  
Illustrator  
Photoshop  
After Effects  
Animate  
Premiere  
Layout  
Editing  
Google Suite  
Design Thinking

## Experience

---

### **DESIGN AND COMMUNICATIONS INTERN, FALL 2017**

ECHO, LEAHY CENTER FOR LAKE CHAMPLAIN | Burlington, VT

- Promoted the brand by developing and updating exhibit signage and props
- Created birthday party invitation, email blast, and thank you note templates
- Designed and photographed content for museum visitor book

### **SOCIAL MEDIA INTERN, SUMMER 2017**

FITZ & CO | New York, NY

- Wrote daily content and selected images to promote agency's art world clients on Facebook, Instagram, Twitter, and Tumblr
- Compiled social media analytics reports to track user engagement
- Created Instagram stories for Art Basel and BMW Group Culture

### **LAYOUT EDITOR, FALL 2016 - SPRING 2017**

THE VERMONT CYNIC, UVM | Burlington, VT

- Co-directed production, content, and organization of weekly newspaper
- Developed cohesive layouts, illustrations, and infographics
- Delegated assignments to page designers and illustrators

### **GRAPHIC DESIGN INTERN, SUMMER 2016**

THE BARNES FOUNDATION | Philadelphia, PA

- Created marketing materials including docent handbook, brochures, course catalogue, flyers, and postcards
- Designed layout, typeset copy, and selected accompanying artwork
- Contributed to project discussions with graphic design, editorial, publications, and other internal departments

### **MUSEUM STORE WEB CONTENT INTERN, SUMMER 2016**

NATIONAL MUSEUM OF AMERICAN JEWISH HISTORY | Philadelphia, PA

- Photographed merchandise, modified images for web publishing, and uploaded store inventory to e-commerce database
- Described product details and wrote artist biographies for online store
- Improved search engine optimization (SEO)