



Samantha Reece

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Profile

Experienced in customer service and office work. Able to carry out assignments in a timely manner. Works effectively in teams as well as independently while upholding strong work ethic. Handles issues with a professional demeanor.

Computer Skill Set

Microsoft

- Word
- Powerpoint
- Excel
- Publisher

Adobe

- Photoshop
- Illustrator
- InDesign
- Premiere Pro

- After Effects
- Dreamweaver

Systems

- Windows
- Mac OS

Work Experience

UPS Store #4824- Black Mountain, NC (April 2019- Present)

Directly communicated with clients to create a product that would benefit their business or project. These products varied between creating a new logo for a new business, rebranding, and creating promotional print. Edited photos and files with Adobe Photoshop and Illustrator to ensure the quality of the product. Operated industry-standard equipment that included wide format. The environment is fast-paced and multitasking is necessary.

Baxter Healthcare-North Cove, NC (September 2018-March 2019)

As a team of material handlers, our duties were to inspect IV bags on a conveyor belt, manage salvage, keep box machines stocked, and bring IV trucks to be unloaded. Fast-paced environment requires working together to quickly assess issues on the line for maximum production.

Subway-Old Fort, NC (February 2016-August 2018)

Works with a team to balance prepping and stocking food, washing dishes, keeping up with a chore list, and customer service, even during rushes throughout the day.

Chowan University-Murfreesboro, NC (August 2016-May 2018)

Worked in an office environment while collaborating with others to create bulletin boards, brochures, and flyers for the Sports and Sciences Department of Chowan University. Duties also included typing up and updating events and internships along with office work the professors requested. This required utilization of Microsoft programs like Word and Publisher.

Bclip Productions Internship-Asheville, NC (May 2015-August 2015)

A company that brings improvement to a wide range of businesses through video production. Responsible for building a talent database, editing audio and video, organizing inventory, assisting in shoots, and helping the team move to a new location. Gained valuable experience in film from the script to shoots to video editing. Used Adobe After Effects and Adobe Premiere Pro.

KFC-Black Mountain, NC (August-October 2014)

Duties included customer service along with filling orders with a team while keeping up with food stock and operating machinery.

Awards/Achievements

Senior with Highest Academic Average in Graduating Class Award (2018)
Most Outstanding Senior in Graphic Design Award (2018)
Artistic contributor to Chowan University's Brown Lady Magazine (2018)
Adobe Premiere Pro Certified Associate Award (2016)
Winner of the Annual Livermush Festival Poster Design Competition (2016)
One of two winners of the NCHIMA Conference Logo Design Competition (2016)
Winner of the 32nd Annual Mountain Glory Design Festival Poster Design Competition (2015)

Memberships

WNC AdClub Education Chair (September 2018- November 2018)
Was in charge of communicating with colleges and universities about visitations and events the club hosted. Worked with other board members to organize such events.

Alpha Chi Member (2017-present)

Kappa Pi Secretary (2017-2018)

Was responsible for informing fellow members of upcoming events and volunteer opportunities through email. Collaboration with the president was essential. Participated in designing and painting murals for the town and hosted booths during events.

Phi Theta Kappa Secretary (2015-2016)

Informed members of events and volunteer opportunities through the means of newsletters, flyers, and email. Volunteered in hosting booths at festivals to advertise the club.

Education

Chowan University

Bachelor's of Science (BS) in Graphic Design (2016-2018) Overall GPA 4.0, Summa Cum Laude

McDowell Technical Community College

Associate Degree of Applied Science (AAS) in Advertising and Graphic Design (2014-2016)