

emilee

may }

{education

Bachelor of Arts, Advertising, May 2011

Minor: Studio Art (Printmaking)

Texas Tech University, Lubbock, Texas

{work
experience

CE labs | Cable Electronics, Garland, Texas

11/2012 - Present

Graphic Designer

The Weird Box, Garland, Texas

11/2012 - Present

Graphic Designer

Hudson & Marshall, Dallas, Texas

05/2011 - Present

Auction Specialist

bigInk PR & Marketing, Dallas, Texas

05/2011 - 08/2011

Intern

- Developed, implemented and analyzed public relations, marketing and communication plans
- Created and implemented marketing strategies to increase client's sales, business and media coverage
- Drafted media alerts, press releases, pitches, event sheets, run sheets, social media calendars and newsletters
- Developed and implemented creative promotional opportunities for clients and company
- Created newsletters and managed client's social media pages
- Searched for and organized media hits for client reports
- Planned and executed restaurant/bar openings and client events

Parkhill Clinic for Women - Marketing Liaison

Travel Focus - Accounting Clerk

RSM - Summer Intern

{skills

Proficient in Mac, PC, Microsoft Office Applications including Excel and PowerPoint, Advanced Adobe Creative Suite software skills, Adobe Illustrator, InDesign and Photoshop. In depth knowledge of HTML5 and CSS. Excellent written and verbal communication skills. AP Style. Organizational experience. Ability to work independently and the willingness to function as a part of a team. Ability to coordinate multiple tasks and complete assignments with tight deadlines.

{honors

Advertising Campaigns Senior Class Winner – 2011

Dean's Honor List – 2009 - 2011

Jr. Achievement Student of the Year (with scholarship) - 2006