

Mark Koellmann



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SUMMARY

Enthusiastic, people orientated and determined. Knowledge in a variety of technologically centered fields including creative media and project management.

SKILLS

Project Management	Working with a team towards a goal, organizing responsibilities, creating and following timelines.
Software	Latest versions of Windows OS, Microsoft Office, Premiere Pro, After Effects, Photoshop, Illustrator and a variety of social media platforms.
Languages	Fluent in German and English, writing and speaking. Lived in both countries for more than 9 years.
Video/ Photography	Capable of using a variety of cameras along with lighting and audio equipment. Able to take an idea and turn it into a final product.

EXPERIENCE

2012-2015	Head Webmaster, <i>Cranford High School Webmaster Team</i> -Project manager, lead designer/programmer.
2011-Present	Owner, <i>Koellmann.co</i> -Web-development, video production, photography, social media marketing.
2014	Dental Assistant, <i>Dr. Silverman DMD</i> -Internship; cleaning and maintaining dental supplies and upkeep of technology around the office. Ran a website and marketing campaign.
2012-2016	Golf Counselor, <i>West 9 Golf Course</i> -Summer time golf instruction. Certified First Tee coach. Volunteer for First Tee's junior golf program.
2016	Accounting Intern, <i>Epcos AG</i> -Worked in AP and AR, hands on learning with SAP and other databases, put in charge of reorganizing the sample kit assembly process.

EDUCATION

2015	High School Diploma, <i>Cranford High School</i>
2014	Deutsches Sprach Diplom II, <i>Deutsche Sprachschule</i>
2019	Bachelor of Science in Management Information Systems, <i>Rochester Institute of Technology</i>