

BEKAH CLAUSSEN

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EDUCATION **Brigham Young University-Idaho**, Rexburg, Idaho
Bachelor of Science, Web Design and Development
Emphasis: Web Development

Apr 2021

Brigham Young University, Provo, Utah
Bachelor of Arts, Humanities: Media Arts Emphasis
Minor: English Editing

Dec 2013

EXPERIENCE **Freelance Web Designer and Content Consultant**

Jan 2014–Jul 2018

- Created eCommerce websites through a CMS that allows companies to sell products, post blogs, and fulfill orders; customized using HTML and CSS
- Designed custom content such as logos, website themes, and marketing material
- Maintained websites, enhanced search engine optimization, and resolved user concerns
- Produced industry-targeted content weekly, driving traffic to site and resulting in increased sales; managed distribution via automated email platform and social media

Contract Writer
Study.com

Nov 2014–Sept 2015

- Delivered over 215 articles on topics such as educational programs, career paths, and study materials
- Proofread, edited, and wrote original copy for articles that are on the first page of search engine results for their keywords
- Mastered company's software tools, syncing effectively with team while working remotely

Graphic Designer
Cedar Fort Media & Publishing (Springville, Utah)

Feb 2014–Sept 2015

- Designed covers and interiors of at least three cookbooks per month, as well as promotional banners and press kits for the sales and marketing divisions
- Worked closely with team members in order to develop, edit, and design cookbooks efficiently while working with tight deadlines and high pressure
- Wrote cover blurbs, edited page samples, and proofread others' design projects
- Synthesized diverse feedback from authors, managers, and peers to deliver products highly satisfactory to all stakeholders

Reserve Secretary
Harold B. Lee Library (Provo, Utah)

Jun 2011–Dec 2013

- Personally processed approximately 1,500 article and book requests on a semester-by-semester basis in time for use in the classroom, including successfully completing late requests
- Demonstrated impeccable written and oral communication talent when corresponding with professors, teaching assistants, and team members
- Assisted with organizing and hosting forums on copyright law, providing feedback on copyright promotional materials, and instructing faculty and staff members on copyright law