

KELSEY RAYE

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- Skills:**
- Adobe InDesign
 - Adobe Photoshop
 - Adobe Illustrator
 - Adobe Acrobat
 - Digital Photography
 - PC & Mac Platforms
 - Multi-Tasking
 - Deadline Orientated
 - Customer Service

- Professional Experience:**
- *Simple Roots Soap*, Owner/Operator, April 4, 2017 – Current.
Managing all business and production aspects, such as: setting up booths, sales, marketing and web design/maintenance, customer service.
 - *doTERRA*, Wellness Advocate, Nov. 2017 – Current.
Manage all aspects of business, including; promote and share products, sales, networking, teaching classes, organizing events & maintaining customer relations.
 - *Sound Publishing, Inc.*, Graphic Designer, Nov. 20, 2007 – Aug. 10, 2017.
Duties include building & creating print & web ads for local newspapers, trafficking ads, making sure client supplied ads are press ready, designing and building special sections.
 - *Preview Properties, Inc.*, Contract Photographer, Jan 2010 – Nov. 2011.
Photograph houses and real estate properties, processed photographs for web viewing. Job requires fast turnaround, organization and attention to detail.
 - *Gravitec Systems, Inc.*, Graphic Designer, May 2006 - March 2007.
Performed all duties to run and produce graphics for an in-house graphics department from concept to production. Including, presentations, trade show materials, marketing pieces such as postcards and Tri-folds, also all educational materials for students and production of student books and brochures.
 - *Oil & Water Art Supply*, Sales & Graphic Artist, 2005 – 2006.
Worked as a sales representative; duties included opening and closing the store, customer service, and designed newspaper ads and gift cards.
 - *Flowers to Go*, Driver, 2003-2005.
Duties include delivering flowers, store upkeep and customer service.
 - *Wenatchee Public Library*, Page, 2000 – 2002.
Organized and returned books, cataloging and customer service.
 - *IslandWood*, Graphic Artist, Internship, 2005.
Create marketing pieces and a binder for students and visitors information.
 - *Global Arts Venue*, Gallery Assistant, Internship, 2005.
Helped with gallery duties such as mailings, cleaning watching gallery during opening nights and customer service.

- Freelance Work:**
- *Integrity Roofing*, Door Hangers and Promotional Material.
 - *Siemens Woodworking*, Logo.
 - *DAT PC*, Logo & Website.
 - *Eagle Landscape*, Logo & Business Documents.
 - *Silverdale Cyclery*, Logo & Business Cards.

- Additional Experience:**
- 4-H member, 11yrs., I focused on the arts and leadership skills.

Education: Northwest College of Art, Poulsbo, WA.
BFA degree in Visual Communications
Double majoring in Design & Fine Art
Graduated August 2005.