

# Kelsey // Hood

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## Education

### Bachelor of Arts in Visual Arts

MAY 2018

University of Maryland, Baltimore County

### Certificate in Graphic Design

DECEMBER 2016

Anne Arundel Community College

### Associate of Arts in General Studies

DECEMBER 2013

Howard Community College

## Certificates

### Web Developer Bootcamp

JULY 2021

Udemy.com

### Certified Front End Developer

JANUARY 2021

W3Schools

### Hootsuite Platform Certification

JUNE 2020

Hootsuite

### Front End Developer Suite

MARCH 2019

UMBC Training Centers

## Technical Skills

### Web Design and UX/UI

- HTML
- CSS
- JavaScript
- Adobe Creative Suite
- Vue.js
- Visual Studio Code
- Sketch
- Bootstrap

### Other

- Microsoft Office
- Instagram
- Facebook
- LinkedIn
- Trello
- Hootsuite
- Google Suite

## Work Experience

### Graphic Designer and Social Media Specialist

AUGUST 2019 – PRESENT | Anne Arundel Community College

- Design print and digital promotional materials advertising events/activities, while meeting tight deadlines.
- Assist the Director of Student Engagement with the formulation of diversity programming initiatives, while overseeing the promotional campaigns for those events.
- Update and maintain the office's website using TerminalFour software, as well as provide troubleshooting assistance for web-related issues.
- Oversee webpage layout and content provided in order to curate the office's website and social media platforms with engaging content.
- Compile reports on contest campaigns, social media engagement, and work orders.
- Produce instructional and resource guides, and policy handbooks for the office.
- Promote events and schedule requests using social media management tools, i.e., Hootsuite.

### Junior Graphic Designer

AUGUST 2018 – MAY 2019 | Omega Digital Press, Inc.

- Assisted funeral professionals with the production of personal family memorabilia and met tight printing and delivery deadlines.
- Worked with the in-house design team and assisted with production of Omega's marketing materials.
- Managed and multi-tasked multiple client projects, meeting deadlines.

### Web Technician & Graphic Designer

JUNE 2016 – DECEMBER 2018 | Erickson School of Aging

- Designed visually appealing webpages using Google Sites, while using HTML and CSS for styling.
- Updated and maintained the office website with current content and managed its asset files.
- Designed promotional material advertising the Erickson School's programs of study and events.
- Created brand guides for the Erickson School's conferences and compiled it into a comprehensive package.
- Worked with third-party printers, i.e., VistaPrint, to produce stationery materials.