

Taryn Ratliff

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Education

Bachelor of Science Degree (expected December 2025)

Eastern Michigan University; Ypsilanti, MI

Major: Communication Technology

Dean's List

4.0 GPA

Associate in Applied Science Degree (December 2023)

Jackson College; Jackson, MI

Major: Graphic Design

High Honors, Dean's List

3.9 GPA

Skills

- Presenting innovative ideas
- Patient with others, especially in team settings
- Proficient in Adobe Creative Suite
- Proficient communication skills

Relevant coursework

Typography and Layout

Image Editing Applications

OS Web Design

Advertising and promotion

Print Production

Brand Identity Design

Digital Video Editing

Communication Technology and Social Change

Work Experience

Receptionist / Marketing Support

Jackson School of the Arts; Jackson, MI

September 2024 to present

- Manage front desk operations, greet visitors, answer phone calls, and direct inquiries in a creative non-profit environment
- Create marketing materials, design deliverables for company events, and post on social media

Assistant Teacher

Jackson School of the Arts; Jackson, MI

February 2023 to August 2025

- Built positive relationships with children and parents through clear communication and reliable care; CPR Certified

Assistant Teacher

Early Impressions Preschool and Childcare; Jackson, MI

July 2021 to February 2023

- Provided nurturing, attentive care for children of various ages, ensuring their safety, well-being, and emotional development

Volunteer Activities / Interests

Member, Jackson Area Career Center Advisory Committee	December 2024 to present
Volunteer, East Jackson Elementary Advising	2021
Volunteer, JSO Guild Holiday Ball	2022
Attending community events	
Creative work, including writing and art	