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ALEX LEE

| WEB DESIGNER / LINKEDIN PROFILE / ONLINE PORTFOLIO

OBJECTIVE

Outstanding team-member with a passion to learn and excitement at the potential for continued growth, new responsibilities, and greater challenges. Dedicated and highly motivated worker seeking to apply abilities to the position of Web Designer.

SKILLS

HTML, CSS, JavaScript, GIMP, Adobe Photoshop, Lightworks, Sony Vegas Pro, Git, Microsoft Visual Studio, WordPress, Bootstrap

Ability to work under pressure, team-player, self-motivated, creative, adaptable, time management

EXPERIENCE

HR SPECIALIST / WEB DESIGNER • QUANTUM LEARNING NETWORK • JUNE 2016 – PRESENT

Responsible for staffing SuperCamp summer program – recruitment, interviewing, contracting over 100 new employees. Created a staff website, designed HTML newsletters, and created numerous media campaigns as a key member of the SuperCamp Programs Department.

ADMINISTRATIVE ASSISTANT • LINCOLN PROPERTY MANAGEMENT • JUNE 2014 – OCTOBER 2015

Responsible for the recruitment and interviewing of staff. Coordinated meetings, prepared reports, and actively maintained quality assurance.

EDUCATION

A.S. • JUNE 2017 • MIRA COSTA COLLEGE, OCEANSIDE, CA
Biology Major

INTERNATIONAL BACCALAUREATE • 2013 • VISTA UNIFIED
Specialized in Biology and History

LEADERSHIP

As a Lifeguard Instructor for the American Red Cross, I trained and certified numerous groups of 20-40 adults on CPR, lifeguarding, bloodborne pathogen training, and public safety.



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LINKEDIN PROFILE