Ellie Wojtowicz

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EDUCATION

Indiana University, School of Informatics and Computing - Bloomington, IN   May 2018
Bachelor of Science in Informatics
Cognate: Graphic Design
Minor: French
Cumulative GPA: 3.591/4.0
Academic Honors:
· Direct Admission to IU School of Informatics and Computing
· IU Achievement Scholarship: Provost's Scholarship
· Dean's List

PROFESSIONAL EXPERIENCE

Indiana University School of Informatics and Computing   August 2017 - December 2017
Undergraduate Instructor: Web Design
· Assist the professor in teaching a web design course of 43 fellow informatics and computing students 10 hours a week, covering material from HTML/CSS and FlexBox to RWD and JS plugins
· Grade students project submissions, tracked attendance and hosted weekly office hours to clarify class material and help troubleshoot problematic code

Mackenzie River Pizza Company - Indianapolis, IN   February 2013 - January 2017
Hostess/Support Staff
· Welcomed and seated customers quickly while maintaining a friendly and conversational demeanor
· Organized and cleaned the restaurant in order to ensure a positive customer experience
Waitress
· Prepared server stations to promote efficient restaurant operations
· Created a relaxed and friendly environment for patrons to have a pleasant dining experience
· Served a section of tables and anticipated customer needs in order to ensure comfort and satisfaction

Anthropologie - Indianapolis, IN   December 2014 - April 2015
Sales Associate
· Maintained visual displays on the show floor to execute merchandizing strategies
· Presented customers with recommendations and provided input on selections in order to establish a helpful and friendly customer relationship and increase sales volume
· Assisted customers with purchases and returns efficiently

ACTIVITIES

Cru - Bloomington, IN   January 2016 - December 2017
Student Director
· Collaborated with a small team to plan content for weekly large group meetings of over 200 people
· Selected and coordinated with weekly speakers, delegated preparatory tasks to team members, created meeting schedules and slides for weekly announcements
Communications Team - Graphic Design
· Design promotional flyers, announcement handouts, and graphics for upcoming events

Les Chevaliers du Cercle Français - Bloomington, IN   September 2014 - December 2015
Publicity Officer and Founding Member
· Organized, planned and transformed programming ideas into round table discussions
· Designed publicity materials, created a Facebook page and communicated with fellow French students in order to promote events and film nights

SKILLS

Proficient: HTML5, CSS, Adobe Illustrator, Storyboarding, Wireframing, Invision, Usability Testing, Paper Prototyping, Microsoft Word
Intermediate: Python, XML, RWD, Adobe InDesign, Adobe Photoshop
Basic: Swift, PHP, SQL