

JESSICA MARTIN

2693 Lakeshore Boulevard West
Etobicoke, ON M8V 1G6
(905)-977-7767 jessmartian97@gmail.com

OBJECTIVE

- To deliver a unique, scalable approach to web development, provide visual communication and apply a social media and business acumen to meet industry standards and also provide a rich, engaging experience for the end user

SKILLS

- Proficient with HTML, CSS, Java and JavaScript -- edited, designed and implemented website content and graphics following industry guidelines
- Advanced knowledge of Adobe Photoshop, Illustrator, InDesign and Premier Pro – created and efficiently provided unique work to consumers
- Implemented and managed social media to execute marketing strategies and community management
- Strong written and verbal communication skills from the multiple customer service positions, can deliver excellent conflict resolution skills in an efficient and timely manner
- Team player who is also able to work independently and as a leader

EXPERIENCE

PROJECTIONIST	Cineplex Entertainment	Feb. 2016 – Present
<ul style="list-style-type: none">Responsible for generating playlists for new movies while following strict guidelinesAddress guest concerns on behalf of supervisors and managementFamiliar with Vista POS system across multiple unitsAssist supervisors with inventory counts, training new employees, and delegating when requiredMaintain a safe, sanitary, and appealing work environment for guests and employees		
WEB DEVELOPER	Freelance	Present
<ul style="list-style-type: none">Managed websites and design/created to meet industry standards and goalsWrote external and internal design specs for clientsMaintained and updated customer websites as neededPerformed weekly assessments of all websites and software to look for potential problems or crashesProvided technical support for users		
SALES ASSOCIATE	Forever 21	Oct. 2014 – Sept. 2015
<ul style="list-style-type: none">Processed sales, exchanges and refunds as a cashierAssisted customers with product selection to best fit their personal needsConsulted customers on the latest styles, trends, and product availabilityBalanced the needs of multiple customers in a fast-paced retail environmentMaintained a clean store and neat, orderly product displays		
CASHIER	Longo's	Sept. 2012 – Oct. 2014
<ul style="list-style-type: none">Processed sales transactions accurately in a timely mannerCollaborated with team members regularly for exceptional service to enhance customer experienceBuilt customer confidence by actively listening and providing feedback in a professional manner		

EDUCATION

BACHELOR OF DIGITAL COMMUNICATIONS

HUMBER COLLEGE

Sept 2015 – Present

- Course work in web development, media writing, social media marketing and graphic design

References available upon request