

# JULIE PALMER

## CONTACT

julpal@umich.edu  
734.330.6458

## EDUCATION

University of Michigan  
School of Information  
2021  
User Experience Design  
Italian Minor  
Study Abroad: Ferrara, Italy  
GPA: 3.70

## SKILLS

WordPress  
Microsoft Office  
InDesign  
Photoshop  
HTML5  
CSS  
Python  
MailChimp  
MeetEdgar  
Basic Italian

## RELEVANT COURSES

Web Design, Development &  
Accessibility  
Information, Environments &  
Work  
Data Oriented Programming  
Statistics & Data Analysis  
Social Psychology

## WORK EXPERIENCE

### Las Peregrinas & The Brick Magazine

*Digital Marketing Assistant, June 2019-present*

- Load all blog posts, ads and monthly magazine on WordPress
- Orchestrate social media marketing plan on Instagram, Facebook, LinkedIn
- Improve search engine optimization for weekly posts
- Anticipate the needs of the publications
- Compose weekly digital newsletters
- Review content for consistency before uploading
- Communicate issues and areas of improvement with superiors
- Collaborate with the team to create the best possible product

### University of Michigan School of Social Work

*Office Assistant, June 2019-present*

- Maintained records of constituents
- Assisted superiors in their efforts
- Eliminated paper records by digitizing them

### Menchie's

*Assistant Manager, April 2018-August 2018*

*Team Leader, 2015-2017*

- Launched marketing efforts by making connections with the community
- Trained all new employees
- Performed tasks for business upkeep

## CAMPUS LEADERSHIP

*Italianissimo Board Member: Secretary, 2018-present*

- Create unique weekly emails
- Plan events for our members

*MFlicks Board Member: Social Media Chair, 2018-present*

- Promote our upcoming events

## VOLUNTEER EXPERIENCE

*Saline Twirlettes Student Teacher, 2013-2017*

- Facilitated learning and positivity for students

*Food Gatherers, 2017-present*