

JULIE PALMER

CONTACT

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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