KAITLYN ZHANG

CONTACT

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JOB EXPERIENCE

GRAPHIC DESIGNER
NEVADA CAREER STUDIO
OCT 2018 - PRESENT

- Design posters, fliers, and other printed materials for Career Expos and events on campus
- Update and maintain the Nevada Career Studio website using the university's content management system
- Collaborate with Professional Staffs for ideas on projects
- Distribute fliers and posters around campus to increase event attendance

STUDENT TECHNICIAN
OFFICE OF INFORMATION TECHNOLOGY SUPPORT CENTER
SEP 2018 - PRESENT

- Provide computing, software, and communications support services to students, faculty, and staff throughout the university
- Responsible for logging every call and fact to face interactions through ticketing system

COMMUNITY SERVICE & EXPERIENCE

SKILLSUSA CHAIR OF COMMUNITY SERVICE |
APR 2017 - MAY 2018

- Contact volunteer coordinators at non-profit organizations and request information pertaining volunteer events

EDUCATION

UNIVERSITY OF NEVADA, RENO
Information Systems, B.S. | 2022
Minor in Graphic Design

SOUTHWEST CAREER AND TECHNICAL ACADEMY
Focus in Web Design & Development | 2018

SKILLS & INTERESTS

- Adobe Illustrator Certification - March 2015
- Adobe Photoshop Certification - September 2015
- HTML5, CSS

- Web software
- Graphic design
- Video editing
- Photo editing
- Content Management Software (CMS)

ACHIEVEMENTS

CONGRESSIONAL APP CHALLENGE
1ST PLACE - DISTRICT
DECEMBER 2016

LAS VEGAS REVIEW JOURNAL HIGH SCHOOL JOURNALISM
INFORMATIONAL ARTWORK AWARD
MAY 2015