

Maddie O'Connor



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Education

- ✦ ***Bachelor of Fine Arts***, Kansas City Art Institute, Kansas City, MO
2014-2018
- ✦ ***Post-Baccalaureate Studies***, University of Arkansas-Little Rock,
Little Rock, AR
2020-2021

Skills

- + HTML, CSS & JavaScript
- + Adobe Suite
- + WordPress
- + Layout Design for Print & Web
- + Responsive Web Design
- + Digital & Film Photography
- + Logo Design & Branding
- + Data Entry & Databases
- + Microsoft Office/Google Suites
- + Web Content Writing & Editing
- + Search Engine Optimization & Web Analytics
- + Logo Design & Branding

Experience

Project Manager & Web Designer

University of Arkansas at Little Rock, Little Rock, Arkansas / FEBRUARY 2021-PRESENT | 15 HOURS/WEEK
Managed a team of four people to develop a website for a real-world local client using WordPress. Developed project plans, handled client communication, implemented project management and task tracking software as well as handling team conflicts and communication. In this role, I learned a lot about working as part of and with a team as well as honing the web development skills I acquired in my previous position.

Content Manager & Photographer

Tekkii Web Services, Lenexa, Kansas / JULY 2018 - JULY 2019 | 18 HOURS/WEEK
Wrote and edited content for small business clients' blogs. Responsible for image editing and optimization, as well as some original photography and videography. Point of contact for existing clients. Wrote documentation for onboarding clients.

Photographer & Designer

Self-Employed, Kansas City, Missouri & Little Rock, Arkansas / JUNE 2014-PRESENT | 10 HOURS/WEEK
Created images and photographs according to clients' requests and my own vision. Handled payments, contacts, and contracts for transactions. Built and maintained my own WordPress site to showcase my work.