



**Rachel Pappadis**

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rachelpappadis.com

503.515.4203

## EXPERIENCE

### **Graphic Designer & Webmaster**

JAN 2016 to PRESENT

#### **Pacific Residential Mortgage**

Design marketing materials for Mortgage Bankers (postcards, brochures, fliers, etc.)  
Maintain both PRM's website and their sister company's website  
Order and produce artwork for all company promo items

### **Contract Web Designer**

FEB 2017 to JULY 2017

#### **Oregon Cider Co.**

Designed and developed a new website using HTML, CSS, & JavaScript.  
Update content as needed.  
View at: oregoncidercompany.com

### **Administrative Assistant**

AUG 2015 to JAN 2016

#### **Emery & Karrigan**

Performed data entry using Microsoft Excel and AMS360  
Proofed insurance policies before binding and sending them to clients  
Answered phones/emails, managed files, and received/sent bulk mail

### **Graphic Designer**

MAY 2013 to JUNE 2015

#### **Northwest Indian Language Institute (NILI)**

Designed marketing pieces for the NILI (postcards, brochures, etc.)  
Illustrated and formatted children's story books which were used to help teach the Chinukwawa language

## EDUCATION

### **University of Oregon**

SEPT 2011 to JUNE 2015

BA in Advertising

Minor in Computer Science

GPA: 3.5

## SKILLS

Adobe Creative Suite  
Microsoft Office  
HTML, CSS, Javascript, Java,  
& PHP

WordPress & Squarespace  
Illustration  
Logistics  
Final Cut Pro

## REFERENCES

### **Ryan Nelson**

Owner of Oregon Cider Co.  
Former VP at PRM  
Cell: 503.510.1910  
selectoregon@yahoo.com

### **Judith Fernandes**

Supervisor at NILI  
Work: 541.346.0730  
jfern@uoregon.edu