

Rebecca Snyder

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EDUCATION

Brigham Young University, Fall 2006 - Present

- Accepted into the Visual Arts Program: Graphic Design Emphasis
- Minor: Business Management
- Member of Phi Eta Sigma for being in top 10% of class
- Artistic talent award tuition received

Lone Peak High School, Graduated 2006

- Five advanced placement courses, four honors courses
- Member of the Student Body Council, Tennis Team, Varsity Soccer Team
- Member of the Key Club, Spanish Club, and National Honor Society

WORK EXPERIENCE

2010 Brigham Young University Human Resource Development | March - present

> Graphic designer for the online training department of HRD and for BYU Wellness, the campus health program for fulltime faculty and staff. Responsibilities include the creation and production of: flyers, designing wellness challenges with graphics and web design, templates and layout design for online training modules, re-designing powerpoint presentations, photography and editing photos of BYU Wellness events.

2009 SpinGo LLC | April - November

> Web-based event research throughout Utah and Arizona. Worked with affiliates to create calendars for websites including Salt Lake Tribune, Utah Valley Magazine, X96, and others.

2009 Grabber | January - September

> Accounts Receivable Management. Responsible to go through all checks deposited into the company account each day. Found errors in invoices paid and recorded in nation-wide computer system. Responsible for saving the company thousands of dollars every week.

2008 Mountain Bloom | April - August

> Floral warehouse, created arrangements to be sent to 5 different states' grocery stores. Designed floral arrangements and packaged them in vases, baskets, and boxes.

2007-8 BYU Print Production Center | August - April

> Worked in the Marriott Business School to print /copy all tests, syllabi, and miscellaneous documents. Opened everyday at 7:30 am.

- 2007 Dear Lizzie Bistro | April - September
> Responsibilities included cashiering, waitress, prep chef, frosting cookies, organized cases, recorded sales, cleaned, and locked up.
- 2002-6 John Wagner Associates, Inc.
> Responsible for mailing checks and invoices, scanning and saving confidential files, organizing storage, planning company parties, and cleaning the office.

COMPUTER SKILLS

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| · Adobe Acrobat | Developing knowledge of |
| · InDesign | · Dreamweaver |
| · Photoshop | · Fireworks |
| · Illustrator | · HTML |
| · Mac iLife 09 | · CSS |
| · Microsoft Word | · Flash |
| · Proficient on Mac and PC | · Captivate 4 |