

# Nneka Greer

Web and Graphic Designer

## CONTACT

### ADDRESS

172 Ponderosa Dr, Cabot, AR 72023

### PHONE

501-749-8624

### EMAIL

myplace.08@gmail.com

### WEBSITE

[reergakenn.github.io/portfolio/index.html](https://reergakenn.github.io/portfolio/index.html)

### SOCIAL

[www.linkedin.com/in/nneka-g](https://www.linkedin.com/in/nneka-g)

**Click here  
for portfolio**

## COVER LETTER

August 4, 2022

Everywhere Capital  
San Francisco, CA, USA

Dear Hiring Manager,

I'm excited to apply for the Apprentice Designer (Remote) position at Everywhere Capital. I found this role on Ziprecruiter through Google.

My Bachelor's degree in Web Design and Development from University of Arkansas at Little Rock has prepared me to be a successful Apprentice Designer and a perfect fit for your team. Another advantage is that I'll be able to learn quickly since UX Design isn't a foreign concept to me.

In my current role as an Apparel Team Associate at Walmart, I have strong communication skills and am able to grasp people's needs and solve problems. I take the initiative to improve the efficiency of my department by being considerate of customers and coworkers. I focus on a given task and do it thoroughly.

I'm thrilled at the opportunity to work remotely and to be guided by the Everywhere Capital Team. Those 2 aspects are what made applying for this role interesting to me. Upon reviewing the responsibilities, duties, and mission of this position, I felt confident that this role would be a great match for me and a big step in my career.

Please review my resume and portfolio (link in lower left corner) to find out more about my work history and accomplishments. I look forward to hearing from you soon. Thank you for your time and consideration.

Sincerely,  
Nneka L. Greer

*Nneka L. Greer*

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## SKILLS

### HTML & CSS



### Javascript



### Wordpress



### Adobe Suite



### Figma



## INTERESTS

reading, drawing, crocheting, organizing,  
gaming, listening to music and lectures,  
having watch parties with my family

**Click here  
for portfolio**

References are available  
upon request.

## EDUCATION

2018 - 2021

**BS Web Design and Development** & IT minor  
University of Arkansas at Little Rock  
2801 S. University Ave.  
Little Rock, AR 72204

2016 - 2018

**AS Liberal Arts and Science**  
U of A Pulaski Technical College  
3000 W Scenic Dr,  
North Little Rock, AR 72118

## WORK

2016 - now

**Walmart Supercenter** (Sherwood, AR)  
Apparel Team Associate

- I process and work merchandise to the salesfloor. Any overstock is binned in the appropriate area of the backroom.
- I use company equipment to check prices and locate merchandise on salesfloor/backroom. I also operate the phone and help customers in the store.

2014 - 2016

**JCPenney** (NLR, AR)  
Customer Care Specialist - shoe dept.

- I scan the shoe stockrooms and work the Shoe on Display report. The report required me to create displays for each shoe's style and color. Other duties include the following:
- locating missing shoes, process stolen/lost shoes, place merchandise orders online for customers, and operate the phone.

2015 - 2016

**BJ's Brewhouse** (NLR, AR)  
Takeout/Host

- The primary responsibilities were entering orders into the computer for transmittal to kitchen staff for guest requesting takeout from over the phone or in person. I package their order and collected their payments once they arrived.

2014

**The Heritage Company** (Sherwood, AR)  
Telefundraiser

- Cold call consumers for donations on behalf of charities. Re-cite and/or summarized a script (that was on my computer) with information about a charity. If a customer was interested in donating, I entered in their contact information and have a supervisor to process their payment.