

# EMILY RELLER

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## SKILLS

- C#
- Python
- HTML
- CSS
- SQL

## EDUCATION

DECEMBER 2017

**CERTIFICATE, LAUNCHCODE**

Completed 6-month Computer Programming training program

MAY 2014

**ASSOCIATE IN FINE ARTS, SAINT CHARLES COMMUNITY COLLEGE**

AUGUST 2001

**CERTIFICATE, HICKEY COLLEGE**

Completed 12-month Graphic Design Certificate program

## EXPERIENCE

MAY 2006 – CURRENT

**PRODUCT SERVICES COORDINATOR/GRAPHIC DESIGNER, DALE CARNEGIE & ASSOCIATES**

- Coordinated with clients to meet project requirements for customized manuals tailored for specific needs
- Managed up to 20 projects or tasks at a given time while under pressure to meet daily deadlines
- Skilled in Adobe Creative Suite (InDesign, Illustrator, Photoshop)

APRIL 2003 – MAY 2006

**GRAPHIC DESIGNER, LINCOLN COUNTY JOURNAL**

- Collaborated with sales representatives to develop advertisements for clients based on their individual needs
- Provided clients with a variety of designs to assist them in making informed choices
- Effectively planned and managed the given scheduled to provide timely services