



# KAT REPPE

web development  
& design

Raleigh, NC  
602-400-4496

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## SKILLS

HTML & CSS  
JAVASCRIPT  
APP DEVELOPMENT  
MOBILE DESIGN  
ADOBE SUITE PRODUCTS  
BOOTSTRAP  
DATABASE DESIGN

## »» CERTIFICATES

FRONT-END DEVELOPER  
ADVANCED WEB DESIGNER  
WEB DEVELOPMENT BASICS  
(December 2020)

## ABOUT ME

**creativity. personality. drive.**  
**work experience. life experience.**

After employment and experience in communications, planning, customer service and lifeform rearing, it's time to further my career. Currently finishing my second degree, to enter the field of development.

## EDUCATION

**ASSOCIATE OF APPLIED  
SCIENCE - WEB DESIGN  
& DEVELOPMENT**

WAKE TECHNICAL  
COMMUNITY COLLEGE  
GRADUATING DEC 2020

**BACHELOR OF ARTS -  
JOURNALISM &  
PUBLIC RELATIONS**

UNIVERSITY OF NORTH  
CAROLINA @ CHAPEL HILL

## WORK EXPERIENCE

**SOCIAL MEDIA DIRECTOR  
& EXECUTIVE BOARD MEMBER**  
PORCH RALEIGH

**2019 - PRESENT**

Serve as board member and social media director for PORCH Raleigh, an all volunteer led organization dedicated to filling local school's food-banks and supporting Backpack Buddies. Develop and implement social media strategies to increase brand awareness, lead generation, and engagement. Manage multiple promotional initiatives aimed at increasing volunteer involvement and social media following.

**CUSTOMER SERVICE**  
YMCA OF THE TRIANGLE

**2016 - PRESENT**

Serve as a primary customer resource for information about all programs, resources and registration requirements. Proactively engage with department leaders and acquire detailed knowledge about their operations and program plans to adequately represent the Y's offerings to current and prospective members. Impact sales and financial performance by educating members about programs and financial assistance; process customer applications and transactions and compile details for accounting.

## PREVIOUS EXPERIENCE

**PROGRAM COORDINATOR - UNIVERSITY OF ARIZONA**

Contribute to the execution of meetings and conferences – including pre-event communications and logistics – as well as the preparation of funding proposals, purchase orders, travel arrangements and budget reports. Manage and edit the content and social media activities of a location-specific WEST website affiliated with the school; coordinate efforts with main campus counterparts.

**EDUCATION COORDINATOR - SOUTHEASTERN KIDNEY COUNCIL**

Deliver programs, information resources and education initiatives that benefit patients and families facing end stage renal disease across North and South Carolina and Georgia. Operate as a key player within a regional roadshow team to plan and execute a series of educational workshop events.

**CONFERENCE COORDINATOR - UNIVERSITY CONFERENCE SVCS**

Handle logistical arrangements associated with executive development conferences delivered in a turnkey fashion for mid-sized companies across the country. Serve as dedicated lead coordinator.