

# Allison Smith

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## Skills

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**Languages:** C++, HTML/CSS, SQL, Python (*All at an intermediate skill level*)

**Databases:** Microsoft Access, MySQL, SQL Server

**Operating Systems:** Windows, Linux, Unix

**Reporting & Visualization Tools:** Excel, PowerPoint, Tableau

## Education

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**The University of Findlay** | 2022-2026

B.S. in Computer Science (Emphases: Computer Systems, Web & Database)

Minor of Information Management & Design

**Lansing Community College** | 2021-2025

General Education Courses

## Certifications

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**Website Developer** | *Lansing Community College* | *Expected 12/2025*

**Microsoft Excel Expert** | 12/2024

**Microsoft Word Associate** | 11/2024

**Microsoft Excel Associate** | 10/2024

## Work Experience

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**Freelance Experience** (Photography & Graphic Design) | 2021 – Present

- Organized and maintained digital assets for clients, implementing regular backups to ensure data security and accessibility
- Managed client information and project details, ensuring accurate record-keeping using Microsoft Excel
- Designed logos, advertisements, and website mockups using Adobe Illustrator, InDesign, and Figma while adhering to brand guidelines and identity
- Edited and enhanced photos using Adobe Photoshop and Lightroom to meet client expectations and needs