

KELLEY EATON

kelleyeaton.com

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(317)796-3800

SKILLS

Adobe InDesign, Illustrator and Photoshop
HTML and CSS
Final Cut Pro
Mac and PC Platforms

EDUCATION

Indiana University, College of Arts and Sciences

May 2018 Bachelor of Arts in Journalism, GPA 3.8/4.0
Major: Journalism
Concentration: News Reporting and Editing
Specialization: Graphic Communication
Minor: Spanish

WORK EXPERIENCE

Graphic Design Intern

Skinny & Co. - Indianapolis, IN
August 2017 – present

- Design packaging, labels, proposals, ads, emails, and other materials
- Edit photos and graphics for website, email or social media use
- Collaborate with coworkers improve overall operation of the company through brand changes

Server

Scotty's Brewhouse - Bloomington, IN
February 2017 – present

- Work as a team player to ensure restaurant runs smoothly and customers are pleased
- Participate in competitions to increase sales

Art Production Intern

Indianapolis Business Journal - Indianapolis, IN
May 2017 – August 2017

- Designed advertising and marketing materials for IBJ Media and clients
- Assisted in proofing and editing for publishing company

Server

Upland Brewing Company - Carmel, IN
May 2017 – August 2017

- Greeted customers, took orders, and relayed thorough knowledge of menu, modifications and beverage pairings
- Problem solved in fast-paced environment to increase customer satisfaction

VOLUNTEER WORK

Safe Sisters

April 2015 – present

An organization that provides help and resources to girls who are victims of sexual assault in the Greek community at Indiana University. I attended regular meetings and acted as a Safe Sisters advocate in my own sorority.

EnRich

February 2016 – April 2016

Tutored a bilingual student in the English language while helping with homework once a week.

Kappa Alpha Theta Sorority

March 2015 – present

I collaborated with event planning and recruitment committees as well as philanthropic events for Monroe County CASA.