

KIMBERLY MINSHALL

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OBJECTIVE

To obtain employment and experience in a field related to digital media, advertising, brand identity, or business.

EXPERIENCE & SKILLS

- Top four strengths from Gallup Organization's StrengthsFinder are: Achiever, Adaptability, Harmony, and Communicator
- Possess a broad understanding of business and design aspects for organizations with the ability to integrate these components into a balanced perspective
- Excellent professional and interpersonal communication skills with outgoing personality
- Outstanding organizational skills and experience with filing, documenting, computing and planning
- Quick learner, self motivated, self starter and able to perform quality work in high stress situations and meet deadlines with accuracy
- Ability to multitask and manage multiple projects in fast paced, diverse, and time sensitive environments and to retain complex information and recall it quickly
- Strong leader, quick problem solver and collaborative team member, always bringing a positive attitude for working well and efficiently in a team environment
- Analytic systemic thinker and desire to seek direction when needed for learning to accomplish an unfamiliar task
- Technical experience in Photoshop, Illustrator, InDesign, Dreamweaver, WordPress, Fireworks, Flash, Final Cut Pro, iPhoto, iMovie, Microsoft Word, Excel, PowerPoint, Email

PROFESSIONAL EXPERIENCE

RaceMaker Productions (Greenville, IL) 2012-Present

Logo Design: Create logos for various races and events

Web Design: Create banners, advertisements, and graphics for the RMP website

Brand Identity: Creation of business cards, various marketing publications, T-shirts, trophies, RMP apparel, customizable finish lines, trailer, posters for RMP

Honey Jar Photography (Collinsville, IL) 2011-Present

Brand Identity: Logo and website design, market research and creation of marketing publications

Photographer: One of three photographers involving innovative, creative and unique photography as well as photo editing

Kyle Weber Photography Intern (Collinsville, IL) 2010-Present

Photography Assistant: Assist Kyle Weber with photo shoots, providing ideas for unique perspectives and managing of equipment

Web Design for Kyle Weber Store: Update website using WordPress software

CinemaShot; Telecorps Sales & Leasing (Centennial, CO) 2010-Present

Web Designer: Design, create and manage website

Receptionist: General office support involving reception, phone inquiries, emails, mail, file, data entry, and organizing of legal documents and equipment rentals

Equipment Rentals: Prepare order worksheets, gather equipment and prepare high end video equipment for use

Simple Room Intern/ Design Team (Greenville, IL) Spring 2010

Logo Design: Design of current logo as well as logos for various other programs within the organization

Website and Graphic Design: Develop and design graphics for an interactive website

Publications: Create marketing publications for promotion of organization events

National CineMedia Media & Marketing Intern (Centennial, CO) 2007, 2009

Market Research (Worship Division): Research and analyze information on U.S. churches associated with National CineMedia Fathom Events and CineMeetings

Publications/ Advertisements: Encode, clip cut, and tag advertisements; ingest, correct, and screen advertisements

Media Productions: Develop and creation of program promotional media (currently in use nationally for the National FirstLook program)

EDUCATION

Greenville College (Greenville, IL) 2008- Present

B.S. Major in Digital Media with emphasis in Graphic Arts, Minor in Business

GPA: 3.98

Relevant Courses: Graphic Design I & II, Digital Photography I & II, Web Design, Business, Accounting, Marketing, Management of Organizations

Wesley Institute (Drumoyne, NSW, Australia) Spring 2011

GPA: 3.8

Relevant Courses: Advertising, Typography, Studio Photography, Motion Graphics

Wheat Ridge High School (Wheat Ridge, CO) 2004-2008

GPA: 3.97

Relevant Courses: Advanced Web Design, Digital Media

EXTRA CURRICULAR ACTIVITIES/ ACCOMPLISHMENTS

Outstanding Digital Media Creator Award (Greenville College)

Free Lance Photographer

Magna Cum Laude

Greenville College Graphic Design & Web Design Tutor

Greenville College Organizations Committee

Greenville College Student Success Advertisement Designer

2011 Student Addy's Silver Medalist (3X) & National Finalist

President of AIGA Greenville College Student Chapter

Greenville College Women's Tennis

Art work presented in Greenville College Art show

Study abroad at Wesley Institute in Sydney, Australia

2010 Student Addy's Silver Medalist

Xerox Award for Innovation and Information Technology

National Honors Society