

Education

B.S., Journalism: Media Design, Minor: Writing, Art Middle Tennessee State University, Murfreesboro, TN	2008
Associate, Visual Communications: Graphic Design Nashville State Community College, Nashville, TN	2004

Skills

- Adobe Illustrator, Adobe Photoshop, Adobe InDesign, Adobe Dreamweaver, QuarkXPress, HTML/CSS, Web Design, Microsoft Office, Social Media, Marketing, Steadfast Typing, Both Mac & PC Native, Multitask Effectively, Detail Oriented, Critical Thinker, Problem Solver, Organized, Professional, Honest

Experience

Manager West Meade Wine & Liquor Mart, Nashville, TN	2005 to Present
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- Maintaining inventory, data entry from invoices, creating signage and graphic materials within the store, correcting the inventory database, maintaining the website and social media outlets, correlating online marketing materials, managing the beer side of operations, handling all technical computer related issues as well as bookkeeping, payroll and scheduling.

- Organized and corrected a flawed inventory database of over 8,000 products while increasing store revenue significantly by initiating our beer side of operations. Generated an inventory protocol that cut our time down to 1.5 hours ultimately saving money for the store, while also handling social media and marketing internally.

Owner/Operator: Jonathan Media, Nashville, TN	2012 to Present
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- I manage my own freelance company maintaining clients social media, creating logos, branding companies, promotional materials, creating ads, cd design, websites, copywriting, slogans, proofreading, almost anything and everything

- Some of my clients include: Tennessee State Parks, Grey Line of Nashville, The Fontanel, The Infinity Restaurant Group (Bridge Building/Bell Tower/12th & Porter/Bria Bistro/Harding House), MTV, The Kingston Group, Bowfinger Archery, The Growler of Oxford, Wick It the Instigator, Trez + Many More.

Marketing Director / Graphic Designer

2011 to 2014

Delirium Wine & Spirits, Nashville, TN

- Overseeing all marketing, graphic design, social media and promotional aspects within the company. Maintaining all materials within the design and marketing department while handling all print responsibilities.

Graphic Designer

2008 to 2011

Omni Beverage Company (DET Distribution), Nashville, TN

- Created graphics, advertising and promotional materials relevant to products plus events within the company as well as any other necessary requests.

Editorial Assistant (Intern)

2008

Athlon Sports, Nashville, TN

- Proofread statistics and rosters, edited articles, ensured consistency within the NFL and College Football publications.
- Assigned to edit the two main feature stories for the 2008 NFL annual while finding and correcting significant errors that would ultimately have passed through the press.

Publicist, Writer and Route Driver:

2004 to 2006

Westview Publishing & Westview Newspaper, Nashville, TN

- Wrote book reviews, press releases, created promotional materials for Authors, handled book signings, researched potential outlets for authors, Managed a weekly delivery route, and wrote articles for the paper.

***References available upon request**