

RESUME

Savannah Lynn Murphy

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OBJECTIVE

To use my talent and skill set to cultivate a career in a creative and challenging industry.

WORK EXPERIENCE

A Better Web, Inc., Summerfield, NC

Development and Maintenance of Web Sites , Summers 2007- 2011

- Created web site content and design for various businesses and organizations using NetObjects Fusion
- Edited existing web sites, including web copy, and graphic manipulation
- Prepared documents for web: edited newsletters and membership directories, modified spreadsheets and pdf files
- Set up and populated online databases and photo galleries
- Expert with Microsoft Word, Power Point, Internet Explorer, NetObjects Fusion, WS-FTP and PhotoShop.
- Working knowledge of Outlook, Excel, Web Templates, PaintShop Pro, Corel Painter, Flash and Acrobat.
- Assisted with general clerical duties: answering phones and e-mails, filing, billing, and word processing

Personal and Organizational Development, NCSU, Raleigh, NC

Office Support (work study position), 2007-2009

- Assisted with general clerical duties: answering phones and e-mails, filing, billing, and word processing
- Proofread presentations, proposals and other documents.
- Designed fliers and advertisements

Washington Boys and Girls Club, Raleigh, NC

Assistant Arts Coordinator (work study position), October 2009-2011

- Created and lead a new program to educate and entertain Boys and Girls Club members
- Tutored children and helped with homework
- Assisted in running after school art programs

EXAMPLES OF EXPERTISE

- Developed video portfolios for NavyBlueDesign.com that helped land their biggest contract to date
- Created web copy for CVInvestmentPropertiesLLC.com that propelled their site to top search engine placement
- Modified web content to give professional web presence to HPMedSociety.org

EDUCATION

B.A., English with a Creative Writing Concentration - 2011

North Carolina State University, Raleigh, NC

PERSONAL

Independently paid for all college living expenses and tuition costs. Extensive drawing and design experience. Photography contest winner at Greensboro College (entered as a high school student). Published in Windhover Literary Magazine. Spent three months living and working in Ireland after graduating from college. Practice Goshindo Karate. Conversational in Japanese.

Personal and professional references are available upon request.