



p 785.375.5678
w kaitlyncook.com
e kaitlyncookdesign@gmail.com

UTAH STATE CAMPUS STORE

Lead Graphic Designer /// 08.17–03.22

Create all collateral while ensuring materials are congruent with branding standards. Communicate with marketing director and third-parties to plan, print, and execute all events. Lead out photoshoots and edit content for web or social media. Respond on social media platforms and update web content. Design specialty merchandise. Analyze product placement daily and correlate with buyers to improve in-store aesthetics. Work with vendors to select items for boutique and CLC products. Handle all marketing aspects while director is unavailable.

VOLUNTEER

Youth Leader /// 12.15–08.20

Meet at least twice a week with 25-30 young women ages 11 to 18. Lead 8 other adult youth leaders while coordinating with other youth groups on a weekly basis. Organize activities and teach lessons weekly to increase self-worth and promote involvement in the community.

CONSERVICE

Utility Processor /// 04.15–07.17

Communicate with hundreds of utility providers to ensure accurate billing details, processing, and payment for multiple clients daily. Work with team members to accomplish our weekly productivity goals while maintaining a 100% accuracy rate.

BFA, Graphic Design

Utah State University, May 2019

High School Diploma

Enterprise High School, December 2013

Received Advanced Diploma
Member of the French Honor Society

PANERA BREAD COMPANY

Associate & Trainer /// 12.13–07.14

Built a loyal clientele by maintaining high standards of customer service through friendly actions and expressing frequent appreciation. Handled currency and transactions accurately and timely. Cross-trained and coordinated scheduling with team members.

MUSIC INSTRUCTOR

Private Piano Teacher /// 03.11–07.14

Provided a one-on-one teaching experience for all students. Carried out personalized lesson plans. Evaluated students' progress and gave constructive feedback weekly to motivate students' advancement in learning. Provided opportunities for students to showcase their newly developed talents.

ADOBE

Illustrator //

Photoshop //

InDesign //////////////////////////////////

Lightroom //////////////////////////////////

Bridge //////////////////////////////////

Other //////////////////////////////////