

# Camille Crawford

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[camillenicole.com](http://camillenicole.com) • [LinkedIn](#) • [Library of Me](#) • [IT Portfolio](#)

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IT-Webmaster with excellent organizational and detail-oriented communication and technological skills such as: JavaScript, XML & XSL, HTML & CSS, Notepad++, Microsoft Office, and Adobe Suite.

## SKILLS

HTML & CSS	JavaScript	XML & XSLT
Notepad++	Microsoft Office	Adobe Suite
IT Troubleshooting	Graphic Design	Customer Service

## EDUCATION

**SEPTEMBER 2021 - MAY 2024**

**ASSOCIATE'S DEGREE, PRAIRIE STATE COLLEGE**

**Major:** IT Web Design - Webmaster (GPA: 3.5)

President of Black Student Union 2021-2023; Vice President of STEM Club 2021-2022; SGA Rep of Black Student Union 2023-2024; Prairie State Pioneer Newspaper, Writer, Podcaster, & Staff Advisor 2023 - 2024.

## HONORS & CERTIFICATES

**MAY 2024**

President's Award for Excellence in Scholarship and Leadership

**JANUARY 2024**

Phi Theta Kappa Honor Society

**MAY 2023**

Web Junior Technician Certificate

Alpha Beta Gamma Honor Society

## **EXPERIENCE**

**OCTOBER 2022 - PRESENT**

### **CIRCULATION DESK ASSISTANT, PRAIRIE STATE COLLEGE LIBRARY**

Handled Library Circulation Desk duties including, but not limited to:

Providing patron support via checking in and out books, DVDs, laptops, and calculators to students. Shelf reading, shifting, and reshelving items by Library of Congress standards. Creating graphic design posters with digital art software for Library events and information. Answering the phone and rerouting calls.

Troubleshooting student questions and concerns.

**MARCH 2020 - PRESENT**

### **OWNER/ARTIST, MITOCHONDRIART**

Designer of business logos, business cards, wedding invitations, and more for customers. Creator of digital art portfolio which categorizes my works, ideas, and commissions. Managed customer sales and customizations of orders while maintaining a positive relationship with returning clientele.

**AUGUST 2021 - DECEMBER 2021**

### **NOTETAKER, PRAIRIE STATE COLLEGE**

Took notes for classmates and records for "Intro to Computers", for use by Prairie State College.