

REBECCA L. MANESS

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OBJECTIVE

To gain a graphic art career where my skills, knowledge and experience will be an asset to a local area business.

EXPERIENCE

Alpha Reporting Corporation, Memphis, TN

Designer/Videographer

May 2015 to Present

- Create graphic design, image composing and digital layout for promotional and social media use.
- Responsible for company's website development and maintenance to existing websites; develop/maintain websites for clients.
- Digitally record video of witnesses in video deposition testimonies to be presented in court cases; produce digital video recordings for clients.

Scharf Solutions, Memphis, TN

Graphic Designer

October 2005 to May 2015

- Created website designs and perform maintenance to existing web sites.
- Received electronic transfer of image and text files via FTP and other Internet protocols.
- Created graphic design, image composing and pre-press digital layout for a monthly newspaper publication, *The Animal World*.

EDUCATION

Southwest Tennessee Community College, Memphis, TN

Spring 2007 to May 2015

Earned an Associate of Applied Science Degree in Multimedia Graphics

Memphis Tennessee Board of Education, Memphis, TN

March 1993

General Education Diploma

Computer Program Experience:

Adobe CC with emphasis on Adobe Acrobat, Adobe After Effects, Adobe Distiller; Adobe Dreamweaver, Adobe Flash, Adobe Illustrator, Adobe Media Encoder; Adobe InDesign, Adobe Photoshop, and Adobe Premier Pro; File Transfer Protocol; Macintosh OS 7-10; Microsoft programs and OS with emphasis on Microsoft Access, Microsoft Excel, Microsoft FrontPage, Microsoft Image Composer, Microsoft Publisher, Microsoft Windows 10 and below, and Microsoft Word; Quark Express; WordPress. Minimal experience in Cold Fusion; Wix.com; Squarespace.com; TextWrangler; TMPGEnc MPEG Smart Renderer 5.

INTERESTS

Graphic Arts; Cake Design; Photography