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WEB DEVELOPER

GRAPHIC DESIGNER

PROFICIENT IN:

Illustrator ~ Photoshop ~ CPanel ~ Dreamweaver
Word ~ Excel ~ PC and Mac compatible

TECHNICAL LANGUAGES:

HTML XHTML CSS
JavaScript SQL

PORTFOLIO:

View Portfolio at www.annagreene.net/port.html

EDUCATION:

Limestone College ~ Gaffney, SC

Bachelors in Computer Science / Internet Management-Web Development
Graduated December 2013 with honors, Cum Laude

The Art Institute of Charlotte ~ Charlotte, NC

Associates in Applied Science Degree / Graphic Design
Graduated March 2003

AWARDS:

- Selected student for the Arts and Science Council Note Card Team.
- Appointed the Senior Art Director in class project.
Duties Include: time management, project delegation,
conceptual thinking, and design.
- Dean's list for fall semester in 2011.

WEB DEVELOPMENT SKILLS:

- Proficient in Illustrator, Photoshop, Dreamweaver, Word and Excel.
- Can work in multiple platforms such as: PC and Mac.
- Ability to convert PSD to XHTML.
- Proficient in Website template development.
- Comprehensive knowledge of HTML, XHTML, CSS, JavaScript, and MySQL.
- Knowledgeable of web standards and protocol.
- Ability to create quality and dynamic web pages.
- Able to develop a database on a SQL-server.
- Testing a website & identifying bugs and technical problems.
- Creating websites that are user friendly, effective and appealing.
- Maintain website using Cpanel.

GRAPHIC FREELANCE:

Little Miss Junior Miss Pageant

Betty Hill

- Designed logo for the pageant.
- Used the logo for collateral items such as: letterhead, business card, envelope, t-shirts and canvas bags.

View at: <http://www.annagreene.net/littlemiss.html>

9-12 Community

Lyndon Harris

- Designed logo for 9-12 Community.
- Carried out the design into collateral items such as: letterhead, business card and envelope.

View at: <http://www.annagreene.net/912.html>

EMPLOYMENT:

Office Max

Shelby, NC

Print Service Supervisor

April 2015 to present

- Designs, lays out, and prints materials requested by customer.
- Typesets and prints forms, business cards and stationery.
- Photocopies requested documents, forms and reports.
- Orders and maintains inventory of printing supplies.
- Maintains print job records and prepares reports on costs of various print jobs.
- Arranges for maintenance and repair of printing press and copy equipment.
- Supervises print shop staff.
- Delivers finished product to users

1. The Cosmetics Company Store

Gaffney, SC

Full Time Supervisor & Keyholder

July 2006 to February 2013

2. Pfaltzgraff Factory Outlet

Gaffney, SC

Full Time Supervisor & Keyholder

February 1998 to June 2006

Duties at these two employers was:

- Inventory control, replenished the sales floor with new products.
- Prepared daily bank deposits, opening/closing of cash registers.
- Implemented company policies, such as safekeeping of company funds.
- Resolved customer's issues by adjusting errors.
- Trained new employees.

INTERNSHIP:

That's My Life Co.

Charlotte, NC

Royalty Free Artist

March 2003 - June 2003

- Prepared illustrations and rough sketches of material according to instructions of supervisor.
- Used software to image manipulates illustration.
- Selected style and size of type and arranged layout based upon available space.
- Knowledge of layout principles and esthetic design concepts.