

# Allison L. Smith

254.405.3164

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allisonsmith.info (portfolio)

## Objectives

A position with a respected company that requires skills in web & graphic design.

## Primary Skills

**Dreamweaver CS3, Photoshop CS3, Illustrator CS3, Fireworks CS3, InDesign CS3  
CSS, HTML/XHTML, ActionScript, MySQL, Web Standards**

Additional Skills: Microsoft Office 2007, CorelDRAW, Adobe PageMaker, Quickbooks Pro 2008, Digital Photography, Newspaper Layout, Advertising Composition, Copy Editing

## Education

### **Web Designer Associate of Applied Science Degree**

Texas State Technical College, Waco – Summer 2008

### **33 credit hours completed**

McLennan Community College, Waco – Fall 2004-05

Editor-in-chief & advertising manager of MCC student newspaper

## Job Experience

### **Webmaster, Bookkeeper**

Progressive Media Communications, Inc. (*Clifton, TX*)

January '03 – present

Website design/updates, mailing list updates, input payments received, create invoices/statements, fill in photography, advertising composition

### **Artwork Framer**

LA Thompson Gallery of Fine Art (*Clifton, TX*)

June – December '07

Website design, framed paintings/photos, cut glass/mat boards

### **Sales Associate**

Bed Bath & Beyond (*Waco, TX*)

February - August 2007

Customer service, product organization