

Carolyn Jeffords

(843) 632-1242

hello@carcoal.net

Education

Bachelor of Arts in Graphic Design
Francis Marion University, Florence, SC

Graduated: May 2017
GPA: 3.3

Academic Honors and Involvement

Life Scholarship Recipient
FMU Fine Arts Scholarship Recipient
Dean's List
FMU Art Club
Phi Alpha Theta Honors Society
House of Hope of the Pee Dee Volunteer

Relevant Experience and Skills

Organizational

- Managed time efficiently; evident by (at one point) holding three positions
- Maintained a 3.3 GPA while working part-time and participating in campus organizations
- Prepared layouts for two magazines while coordinating various events
- Strategic ability to plan, execute, and manage work efficiently
- Technologically proficient in Microsoft, Microsoft Suite, Adobe Creative Suite, and Wordpress

Communication

- Effectively communicated with local businesses, colleges, and community members for satisfaction with design work, advertisement, and media relations
- Represented Kingdom Living Temple for various public appearances and press conferences
- Independent worker who requires minimal supervision

Leadership

- Received a promotion within two months as a graphic designer
- Identified the design (logo and website) for McCants Lingerie
- Organized correspondence between the CEO of Pee Dee Electric Cooperative and Kingdom Living Temple to discuss partnership

Work History

Design Assistant
Feature Coordinator
Graphic Designer
Student Assistant

McCants Enterprises
Grice Graphics and Advertising
Kingdom Living Temple
Francis Marion University

March 2018—Present
April 2016—Present
October 2017—April 2018
August 2014—May 2017