

Michele Binder

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Objective

To obtain a position through the use of my experience in the field, while also furthering my knowledge and abilities.

Education

Bowling Green State University Bowling Green, Ohio

Major: Visual Communication Technology

Expected Graduation: May 2012

Overall GPA: 3.855

Employment

Marketing Communications Intern (June 2011 - Present)

Pilkington Toledo, Ohio

Responsibilities:

Maintain website

Design Advertisements

Design brochures

Respond to inquiries

Personal Assistant (May 2007 - June 2011)

Woodard Photographic Perrysbrug, Ohio

Responsibilities:

Sign-in appointments

Set up backgrounds

Assist photographer in moving lights and setting up shots

Pay attention to details on clients

Software Experience

Adobe Creative Suite 5

Microsoft Office Suite

Google Sketch Up

Some Experience In

Pageflex

Artios Cad

Preps

Organizations

Member Rossford High School

Yearbook (Fall 2005 - Spring 2008)

Rossford DECA (Fall 2007 - Spring 2008)

Accomplishments

Dean's List (Fall 2008 - present)

Yearbook Section Editor

(Fall 2006 - Spring 2007)

Yearbook Editor

(Fall 2007 - Spring 2008)