

KRISTEN BRACEY

MARKETING // WRITING // DESIGN

EMPLOYMENT HISTORY

SOUTHEAST PERFORMANCE BROKERAGE | AUTO | [WINTER PARK, FL]

OFFICE ASSISTANT | AUG '14 - FEB '15

- + CUSTOMER SERVICE + RECEPTION DESK
- + ORGANIZED FILES + KEPT RECORD OF ALL AUTO LISTINGS

KELEKTIVE MEDIA | MEDIA + MARKETING | [WINTER PARK, FL]

MARKETING INTERN | MAY '14 - AUG '14

- + ACCOUNT MANAGEMENT + SALES
- + COPYWRITING, STRATEGY, + SOCIAL MEDIA MANAGEMENT

THRESHOLD PLACEMENT SERVICES | IT STAFFING | [ORLANDO, FL]

MARKETING DIRECTOR | AUG '13 - MAY '14

- + OFFICE MANAGEMENT
- + WEBSITE MANAGEMENT, BLOG, + SOCIAL MEDIA
- + PUBLIC RELATIONS AND EVENT COORDINATION

CHLOE LANE BOUTIQUE | RETAIL | [WINTER PARK, FL]

SALES ASSOCIATE | FEB '13 - AUG '13

- + SOCIAL MEDIA MANAGEMENT
- + CUSTOMER SERVICE + SALES

BIG CITY UNIVERSITY | EDUCATION | [CLEVELAND, TN]

K-1 TUTOR / NEWSLETTER EDITOR | AUG '12 - DEC '13

- + ASSISTED KINDERGARTENERS IN READING + WRITING
- + MONTHLY NEWSLETTER DESIGN [COPYWRITING/EDITING]

FREELANCE

GINNY'S ORCHIDS | RETAIL | [WINTER PARK, FL]

NEWSLETTER DESIGN/ SOCIAL MEDIA | SEPT '14 - PRESENT

- + EMAIL MARKETING, MONTHLY E-NEWSLETTER, + AD DESIGN
- + SOCIAL MEDIA MANAGEMENT

MORGAN + MURRAH EDUCATIONAL CONSULTANTS | [ORLANDO, FL]

CREATIVE STRATEGY + BRANDING | AUG '14 - PRESENT

- + WEBSITE DESIGN, LOGO DESIGN, AND MARKETING COLLATERAL DESIGN
- + PR OUTREACH + BRAND DEVELOPMENT

SOUTHEAST PERFORMANCE BROKERAGE | AUTO | [WINTER PARK, FL]

MARKETING + WEB MANAGEMENT | AUG '14 - PRESENT

- + WEBSITE + MOBILE APP DESIGN + MANAGEMENT
- + MANAGE ONLINE LISTINGS AND SOCIAL MEDIA

BALDWIN CASEY REALTY GROUP | REAL ESTATE | [TAMPA, FL]

LOGO DESIGN | SEPT '14

THE OLIVE PANTRY | RETAIL | [LAKE MARY, FL]

MARKETING STRATEGY & WEB DESIGN | MAR '14

CAVANAUGH'S FINE WINES | [ORLANDO, FL]

CREATIVE STRATEGY + LOGO DESIGN OCT. '14 - PRESENT

✉ KRISTENJBACEY@GMAIL.COM

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📍 KRISTENBRACEY.COM

EDUCATION

WOFFORD COLLEGE [SPARTANBURG, SC]

MAJOR GPA: 3.8/4.0 | B.A. IN **ENGLISH & CREATIVE WRITING** | MAY 2012

SKILLS

COPYWRITING
WRITING + EDITING
PRINT/DIGITAL DESIGN
PLANNING + ORGANIZING
DECORATING + DISPLAY DESIGN
BRAND DEVELOPMENT
GRAPHICS
CONTENT CREATION
CREATIVE STRATEGY
EMAIL MARKETING

TECHNICAL

ADOBE CREATIVE SUITE:
ILLUSTRATOR
PHOTOSHOP
INDESIGN
MICROSOFT OFFICE:
WORD
POWERPOINT
OUTLOOK
SPROUT SOCIAL
HOOTSUITE

CONNECT

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www.kristenbracey.com