



Katelyn Rodriguez

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Goals:

Graduating from McLennan Community College in Fall 2013 with a Media Communications Associate's Degree. My ultimate goal is to make a career out of designing web sites, logos, documents, and images for web or print for individuals and businesses.

Education:

- Graduated from Mentor High School in Mentor, OH
- Currently attending McLennan Community College: GPA of 3.8 with 84 credits completed

Work Experience:

First Baptist Church of Willowick

Willowick, OH – Custodial Services (April 2004 – May 2006)

- Weekly cleaning responsibilities throughout the church building
- Set up chairs and tables for special events and weekly services

YMCA

Painesville, OH- Lifeguard and Swim Instructor (May 2006 – June 2008)

- Supervised open swim times for adults and children
- Guarded swim lessons for preschool through school-aged children
- Taught swim lessons for preschool through school-aged children
- Maintained lifeguard certification through training and classes, as well as being certified in CPR, First Aid, and O2 equipment
- Other duties included overseeing group parties, all-nighters, and group swim times
- Required pool maintenance included balancing chemical levels in three pools, cleaning filters, and cleaning up the pool

Kohl's Department Store

Mentor, OH - Sale's Associate/Register Attendant (July 2008 – March 2010)

- Upkeep cleanliness of department floor and shelves
- Organize product and stock shelves and racks
- Keep sales signs current
- Assist customers

Skills:

- Patience with people
- Skills with computers
- Proficient with Microsoft Office software
- Knowledge of Adobe design programs (Photoshop, Illustrator, Premier, Flash, & InDesign)
- Knowledge of web design using HTML, CSS, and Javascript