

1 <JACK EDWARD SMALLWOOD RESUME>

2
3 <email> smallwood1998j@outlook.com </email>

4 <phone> 2034519558 </phone>

5 <website> www.jacksmallwood.com </website>

6 <GPA> 3.328 </GPA>

7 <graphic_design_GPA> 3.601 </graphic_design_GPA>

8
9 <profile>

10 Creative designer driven to apply multiple concepts into various applications through
11 group and Individual settings. Implementing schemes into organized products for
12 finalization, driven to achieve company goals and standards. With a self passion, love,
13 and desire throughout my projects. www.jacksmallwood.com </profile>

14
15 <work_experience>

16 <company> Staging The Mainline - Wayne, PA </company>

17 <title> Creative Associate - May 2021-Present </title>

18 Design and Deploy Instagram account

19 Creation and Development of Logo and Business Card

20 Partner with President on Design initiatives and execution

21 Placement and Arrangement of Home Interiors

22
23 <company> McKenna Snyder LLC - Exton, PA </company>

24 <title> Clerical Office Assistant - Dec 2021-Nov 2022 </title>

25 Collate and Organize Legal Documents

26 Scan and sort highly Confidential documents by client cases

27 Refile case documents for future shredding

28
29 <company> Target - Devon, PA </company>

30 <title> Team Member - Nov 2019-Aug 2020 </title>

31 Shipment Processing and inventory control

32 Essential worker during Covid-19 pandemic

33
34 <company> Anthropologie - Devon, PA </company>

35 <title> Stock Control Assistant - May 2018-Aug 2019 </title>

36 Merchandising and visual execution for grand opening

37 Merchandise flow execution, backroom to selling floor

38
39 <collegiate_experience>

40 <title> Grace Church Cemetery Intern - Sept 2020-Dec 2020 </title>

41 <title> Peer Mentor - Aug 2018-May 2021 </title>

42 <title> Roger Williams Athletic Event Specialist - Sept 2019-Feb 2020 </title>

43
44 <skills>

45 experience with="Photoshop, Illustrator, InDesign, XD, HTML, CSS, Java, Word,
46 PowerPoint, Excel, Docs, Slides, Drive"

47
48 <education>

49 school="Roger Williams University, Bristol, RI"

50 degree="Bachelor of Arts in Graphic Design Communication"

51 major="Graphic Design"

52 minor="Architecture"

53 core_concentration="Art and Architecture History"

54
55 <Interests_&_hobbies>

56 Hiking National Parks

57 Working Out

58 Drawing & Painting

59 Sports Enthusiast

60 </Interests_&_hobbies>

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