



MH

MILANA HENDRICKS

MULTIMEDIA ARTIST |

[HTTPS://MILANAHENDRICKS.WIXSITE.COM/MILANAHENDRICKS](https://milanahendricks.wixsite.com/milanahendricks)

OBJECTIVE

Working with a distinguished design firm.

SKILLS

- Customer support
- Graphic design
- Dreamweaver
- MS office
- Adobe cs
- Quality control
- Food safety
- Printing
- Adobe Acrobat
- Adobe After Effects
- Adobe Illustrator
- Adobe InDesign
- Adobe Photoshop
- Layout Design
- Typography
- Web Design
- Video Editing

EXPERIENCE

SALES REPRESENTATIVE • HART NISSAN • NOV. 2020 – PRESENT

Work with customers to determine their needs and wants in their next vehicle purchase

SALES REPRESENTATIVE • HERTZ • AUG. 2020 – OCT. 2020

Providing a quality customer service experience to our valued Hertz customers

PRINT SERVICES SUPERVISOR • OFFICE DEPOT • APR. 2019 –MAR. 2020

Copying, printing, finishing, binding, laminating, cutting, taking custom orders, and recommending print solutions. Cashiering duties as well as maintenance/clean up in dept.

SALES • BANANA REPUBLIC • MAY. 2018 –APR. 2019

Provided a fun, full-service shopping experience to customers.

SALES • TALBOTS • OCT. 2016 –AUG. 2018

Provided a fun, full-service shopping experience to customers.

ADMINISTRATIVE ASSISTANT • NOTTINGHAM COMPANY • MAY. 2014 –MAY. 2018

Organized project media and uploaded scanned files to shared drives created by management. Generated computer graphics, page layouts, graphic design elements and photography images.

EDUCATION

BA ART AND VISUAL TECHNOLOGY • MAY 2021 • GEORGE MASON UNIVERSITY

GENERAL • JULY 2014 • NORTHERN NASH HIGH SCHOOL



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