



## Rachel Smith

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### My Motivation

To seek a position as a web designer intern.



### My Background

Five years of know-how in **marketing, advertising** and **software** field. Achievement recognized in the design and implementation of innovative communication packages translated in form of advertising campaigns, marketing plans and web and e-commerce blueprints.



### My IT Skill Set

Programming languages: COBOL, HTML, DHTML, JavaScript, XML, XSL

Web Editors: Dreamweaver 4, Homesite 4

Web Graphics: Adobe Photoshop 6, Macromedia Flash 5

Databases: Microsoft Access

Office applications: Microsoft Word, Microsoft Excel, Outlook, PowerPoint, FTP



### My Work Experience

**Account Manager - Master Technologies** San Jose, CA. Oct' 97 - June 00

Managed key customer accounts and handled various dimensions of the recruitment business.

**Senior Account Executive-BB&D Communications** Boston, MA. Jan 94-Mar 96

Handled advertising campaigns for brands such as Sierra Mist and Raid Aerosol.

**Volunteer Work- Operation BoxShoes**, Portland OR. July'01 - Current.

In charge of designing the quarterly newsletter among other activities.



### My Intellectual pursuits

MASTERS IN BUSINESS ADMINISTRATION - Marketing, June 93

Oregon State University

BS IN ARTS - Statistics, June 91

Portland State University

### IT Courses

WEB DEVELOPMENT - Certificate Course - Currently enrolled Portland Community College, Portland, OR. President Honors' List.

*References available on request*