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# PAIGE

# SCHWAB

## [EDUCATION]

UNIVERSITY OF ST. THOMAS

## [MAJOR]

DIGITAL MEDIA ARTS [EXPECTED]  
CONCENTRATION IN DESIGN SPRING 2024

## [MINOR]

BUSINESS ADMINISTRATION SPRING 2023

## [STUDY ABROAD]

LONDON, ENGLAND  
LONDON BUSINESS SEMESTER SPRING 2023

## [SOFTWARE]

MICROSOFT OFFICE  
ADOBE CREATIVE CLOUD

- ★ ILLUSTRATOR
- ★ PREMIERE
- ★ LIGHTROOM
- ★ INDESIGN
- ★ PHOTOSHOP

VS CODE

- ★ HTML
- ★ CSS

CANVA

## [RELEVANT COURSES]

VISUAL MEDIA THEORY & PRACTICE [DIMA 232]  
VIDEO AND AUDIO PRODUCTION [DIMA240]  
WEB DESIGN [DIMA358]  
EFFECTIVE TEAMS [MGMT383]  
INTERCULTURAL COMMUNICATIONS [COMM370]  
COMMUNICATION IN POP CULTURE [COMM326]  
JOURNALISM & MASS MEDIA [JOUR111]  
FINANCIAL MANAGEMENT [FINC310]

## [CURRENT WORK]

MEDIA MARKETING PLANNING AND DESIGN INTERN 01.2024/  
[CRUEL TUNES] 04.2024

- ★ RESEARCH RELEVANT INDUSTRY TRENDS TO DEVELOP ENGAGING, TOPICAL SOCIAL MEDIA CONTENT.
- ★ CREATE SOCIAL MEDIA CONTENT TO BEGIN TO GROW BRAND AWARENESS.
- ★ EVALUATE ANALYTICS TO TRACK CONTENT SUCCESS AND IDENTIFY IMPROVEMENT OPPORTUNITIES.
- ★ ASSIST IN CREATING CONCEPTS AND DESIGNS FOR SOCIAL MEDIA PROFILES (SPOTIFY AND APPLE MUSIC).

FACILITIES MONITOR 2021/  
[ANOKA HENNEPIN SCHOOL DISTRICT] CURRENT

- ★ MONITORED FACILITY WHILE IN USE TO MINIMIZE DAMAGE, REDUCE SAFETY VIOLATIONS, AND ENFORCE SECURITY PROCEDURES.
- ★ RESPONDED TO INQUIRIES, RESOLVED PROBLEMS, AND PROVIDED POLICY, PROCEDURE, AND PROGRAM INFORMATION TO SUPPORT BUILDING ACTIVITIES.

EVENT ATTENDANT 2023/  
[INTERSTATE PARKING] CURRENT

- ★ FACILITATED VEHICLE FLOW BY MANAGING TRAFFIC CONTROL AND PARKING IN ASSIGNED AREAS DURING PEAK EVENT TIMES.
- ★ PROVIDE ACCURATE AND TIMELY REPORTING ON PARKING OCCUPANCY, REVENUE, AND CUSTOMER FEEDBACK TO MANAGEMENT.

## [VOLUNTEERING]

REVERB 2022/  
[GREEN MUSIC MOVEMENT] CURRENT

- ★ COMMUNICATED WITH STAFF MEMBERS TO STAY INFORMED ABOUT UPCOMING VOLUNTEER OPPORTUNITIES AND EVENTS.
- ★ USED INTERPERSONAL COMMUNICATION SKILLS TO CONVEY INFORMATION TO OTHERS.
- ★ EDUCATED YOUNG PEOPLE ABOUT STRATEGIES FOR DRIVING DISCUSSION AND PROMOTING SOCIAL CHANGES.