



**kristie george**  
design web marketing

## **Kristie Carter-George**

### **Education**

The Art Institute of Washington  
Arlington, VA

Graphic Design  
Bachelor of Fine Arts, Fall 2010

### **Design**

Adobe Creative Suite  
Convio  
Informz  
Constant Contact  
Microsoft Office

### **Development**

HTML (intermediate)  
CSS (intermediate)  
PHP (beginner)

### **CMS**

Word Press  
CommonSpot  
SharePoint  
Magento  
Drupal  
Joomla  
Sitefinity

### **Social Media**

Content Writing  
Management

### **Project Management**

Basecamp  
Parature

### **Volunteer Activities**

#### **N Street Village**

Computer Assistance/Employment  
Support Volunteer

#### **Alliance for Women in Media - NCAC**

Marketing Committee Member

## **Work Experience**

### **Independent Contractor (January 2013 to Current)**

I have worked with a variety of clients through the top employment agencies and 12.26 Studios in the Washington, DC Metro Area. I have been contracted for frontend development, web/mobile design, print design, branding, social media content, web content management, publication design, book design, and social media management.

#### **12.26 Studios (on-going)**

**National School Boards Association** (February 2015 to Current)

**Institute of Scrap Recycling Industries, Inc.** (October 2014 to February 2015)

**Association for Talent Development** (January 2014 to October 2014)

**American Academy of Physician Assistants** (February 2014 to May 2014)

**Center for Applied Linguistics** (October 2013 to January 2014)

**American Academy of Physician Assistants** (April 2013 to October 2013)

**American Institutes for Research** (February 2013 to March 2013)

**Corporate Executive Board** (March 2013 to April 2013)

### **The Epilepsy Foundation (April 2011 to January 2013)**

Web & Design Coordinator

- Designed a variety of projects including web graphics, brochures, booklets, logos, posters, newsletters, postcards, fliers, invitations, eNewsletters, magazine advertorial, newspaper ads, and branding.
- Updated content for and help managed the company's main and internal website using CommonSpot and SharePoint. Trained new employees company's main and internal website.
- Managed and wrote content for social media outlets using Hootesuite.
- Managed and sent out e-mails using Convio.

Major Contributions:

- Wrote and initiated a new proposal for the company's brand and design direction
- Designed and contributed language to a proposed Brand Manual
- Proposed new processes for management of both web and print requests

### **Independent Contractor (February 2011 to September 2011)**

Contractor for Graphic Design, Web Design, and Web Content

- Completed contract assignments with external clients including Society for Human Resource Management, LM&O Advertising, and Epilepsy Foundation.

### **Freelance (February 2007 to Current)**

Freelance Graphic and Web Designer

Clients have hired me for a variety of projects including web design, content management systems, print design, branding, and social media.

Current Clients: Chopming Climate Change, Eating By Elaine, Koach Karey, and Sultun Law Offices