

# Amawndie Putney

Web And Graphic Designer

## Contact

### Address

Denver, CO, 80239

### Phone

720-829-2323

### E-mail

amawndie@gmail.com

## Skills

Proficient with MS Office Suite (Word, Excel, PowerPoint, Outlook, and Access)



Corel Draw



HTML



iPhone and Samsung Cellular Product on boarding)



Video editing (Adobe Premier and After Effects)



## Objective

Experienced Web Developer with passion for creating attractive and interactive websites meeting customer needs and exceeding expectations. Well-versed in developing custom WordPress themes and plugins, with over 20 years of expertise. Excels in HTML, CSS, JavaScript and PHP development. Ready to leverage training and experience to take on new professional opportunities.

## Work History

2010-01 -

### Web and Graphic Designer

Current

*Eye of the Storm Media, Denver, CO*

- Freelance web/graphic designer which accounts for any gaps in employment history longer than 2 months
- Led team of designers and developers in creating custom WordPress websites for clients in various industries
- Collaborated with clients to understand their requirements and provided innovative design solutions to meet their goals.
- Developed creative design for print materials, brochures, banners, and signs.
- Met with customers to present mock ups and collect information for adjustments.
- Created logos, illustrations and typography for various organizations.

2022-08 -

### Dispatcher

2023-03

*First Transit, Denver, CO*

- Dispatched Access-A-Ride buses and scheduled Access-A-Cab rides for approved riders
- Provided sensational problem-solving skills to resolve customers' concerns
- Maintained consistent positive outlook and persona while providing quick resolutions to meet customer's needs resulting in repeat business
- Exemplified active listening skills to carefully understand each customers' concerns with courtesy and patience
- Forged customer relationships which ultimately earned their loyalty and trust by being kind and helpful.

2020-08 -

### Customer Service Representative

2022-03

*AeroTek, Deckers Corporation, Broomfield, CO*

- Supported customer care department by delivering elevated customer service experience
- Provided sensational problem-solving skills to resolve customers' concerns
- Maintained consistent positive outlook and persona while providing quick resolutions to meet customer's needs resulting in repeat business
- Exemplified active listening skills to carefully understand each customers' concerns with courtesy and patience
- Forged customer relationships which ultimately earned their loyalty and trust by being kind and helpful.

CSS  
  
Very Good

PHP  
  
Good

Logo design  
  
Very Good

Graphic design  
  
Very Good

Adobe Creative Suite  
  
Very Good

2019-09 -  
2020-02

### **Grocery Stocking Specialist**

*Jyve Corporation, Renton, WA*

- Laid off due to Covid-19), Stock grocery and department stores for 3-party vendors
- Provided support including receiving and preparing product, maintaining grocery floor and displays
- Performed all functions related to breaking down deliveries and stocking shelves.

2018-10 -  
2019-09

### **Inventory Control Specialist**

*Cutter & Buck, Renton, WA*

- Process domestic & international shipping order
- Scan and verify outgoing
- Inventory control

2017-07 -  
2017-11

### **Recruiter**

*Ultimate Staffing Agency, Englewood, CO*

- Staffed for Travel Nurses
- Reviewed resume, pre-screened and evaluated applicants
- Verified certifications
- Helped develop relationships by securing thorough job order requirements, matching qualified candidates to positions, and monitoring job performance.

2015-03 -  
2017-03

### **Customer Service Representative**

*Enterprise Holding, Denver, CO*

- Handled 75+ calls per day regarding car rental inquiries for National/Alamo/Enterprise
- Troubleshoot customer car rental agreement issues and concerns.

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## **Education**

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2009-01 -  
2012-05

**Seattle Central College – Seattle, WA**

- *Web Development*

2009-08 -  
2012-01

**Adobe Academy – Seattle, WA**

- *Layout and Design Concepts*