

# KRISTIE GARNER

[kristie@kristiegamer.com](mailto:kristie@kristiegamer.com) • [www.kristiegamer.com](http://www.kristiegamer.com)

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## OBJECTIVE ::

To be a valuable member of a highly creative design environment offering diversity and creative approaches to projects including web and graphic design, marketing and advertising.

## EXPERIENCE ::

### **Web Marketing Coordinator** **AeroGrow International, Inc.**

**May 2007 – April 2009**  
**Boulder, Colorado**

- Creative production of interactive banner ads and visuals for corporate site
- Organization, management, and design of corporate Retail Resource site including layout, design, coding and execution
- Continuance for corporate website updates and production of graphics
- Management of e-newsletter to customers, including design and implementation
- Maintenance of shopping channels, including updating feeds, controlling the accounts and tracking
- Coordination of Pay-Per-Click programs with Google/Yahoo/MSN

### **Administrative Assistant** **AeroGrow International, Inc.**

**October 2004 – May 2007**  
**Boulder, Colorado**

- Administration of office through receptionist duties and departmental liaison
- Organization of marketing surveys, stockholder information and patent regulations to management system
- Contribution to development of industry research presentations for the CEO
- Preparation of invoices for disbursement in the Accounts Payable department
- Assisted with the pre-production location scouting for the product infomercials

### **Intern** **The BrainStorm Group**

**May 2006 – August 2006**  
**Denver, Colorado**

- Contributed with project brainstorming and client meetings, interacting daily with both account and creative teams
- Responsible for implementing a client's newsletter, including finding stories, interviewing and writing articles
- Developed the sales kit and approached businesses to advertise in and distribute the newsletter
- Organized new business research and disclosed contact information on potential clients for CEO

## SKILLS ::

- Ability to productively use the Adobe Creative Suite 3 (Photoshop, Illustrator, In Design & Flash)
- Proficient in utilizing web design software with Adobe Dreamweaver, as well as understanding of HTML and CSS coding
- Exceptional organization and time management of projects
- Strong creative thinking and interpersonal skills
- Experienced with the Microsoft Office Suite (including Word, Excel, Outlook and PowerPoint)

## EDUCATION ::

### **Red Rocks Community College**

**January 2008 – May 2008**

- Multimedia Design Certificate Program
- Advancing the development of my design abilities with continuing education classes
- Completed Adobe Illustrator and Adobe Photoshop classes

### **University of Colorado at Boulder**

**August 2003 - May 2007**

- School of Journalism and Mass Communication
- Bachelor's Degree in Advertising
- TAM (Technology, Arts and Media) Certificate Program within the ATLAS (Alliance for Technology, Arts and Science) Institute