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Spring City, PA

## PROFILE

Hello, my name is Cheryl Ju. I'm a graphic and web designer. My portfolio page can be found at [www.cherylju.com](http://www.cherylju.com) and it holds a variety of digital and print media examples. I have my Bachelor of Arts degree in Graphic Design and am currently going for my Master of Arts in Mass Communications with a specialization in web design.

## SKILLS

Adobe Photoshop	CSS	Adobe Premiere	Videography
Adobe Illustrator	JavaScript	Adobe Lightroom	Computer Skills
Adobe InDesign	JQuery	IMovie	Customer Service
Email Blasts with MailChimp	Bootstrap	Livestreaming with Boxcast	Microsoft Office Suite
Email Blasts with Constant Contact	Github/Terminal	Livestreaming with ProPresenter	
HTML	Social Media Management	Photography	

## EDUCATION

**MASTER OF ARTS | ONLINE**  
*University of Florida | 2020 - Present*

Receiving my Master of Arts in Mass Communications with a specialization in Web Design. Current GPA is a 4.0 with an expected graduation year of 2023.

**BACHELOR OF ART | RADNOR, PA**  
*Cabrini College | 2010 - 2014*

Received my Bachelor of Arts in Graphic Design with a minor in communications. My graduating GPA was a 3.74.

## EXPERIENCE

**BRYN MAWR PRESBYTERIAN CHURCH | BRYN MAWR, PA**  
*Digital & Creative Content Specialist | April 2019 - Present*

- + Maintains and updates website using the Joomla platform on a weekly basis
- + Designs and edits weekly bulletin for Sunday services with Adobe InDesign
- + Using MailChimp, creates and sends weekly email blasts that go out to congregants
- + Manages social media platform pages including Facebook, Twitter, and Instagram
- + Designs the yearly Annual Report and quarterly magazine, *The Messenger*
- + Develops all internal and external design projects such as flyers, brochures, postcards, booklets, etc.

**ELECTROMENU | ASTON, PA**  
*Project Manager & Graphic Designer | June 2015 - April 2019*

- + Designed and executed digital menus to be displayed in store front
- + Collaborated with multiple customers from start to finish on design
- + Assisted in technical system training and installation of products
- + Built social media platform on Facebook, Twitter, and Instagram for business
- + Improved marketing materials for in-house and external events

**ACME MARKETS | MEDIA, PA**  
*Customer Service Representative | June 2006 - July 2018*

- + Managed the front end cashiers and handled any disputes from customers
- + Provided a positive customer experience with friendly and courteous service
- + Handled hundreds of dollars on a daily basis
- + Supported the scan team with changing price tags on a weekly basis
- + Stocked numerous amounts of products on the shelves with great accuracy
- + Answer and direct phone calls, taking detailed messages when necessary

**BERKSHIRE HATHAWAY | WAYNE, PA**  
*Assistant & Graphic Designer | Dec. 2014 - May 2015*

- + Supported real estate agents with documents from clients
- + Ran errands on a daily basis to and from client homes to township buildings
- + Developed brochures and pamphlets for open houses and mailings
- + Sent out weekly emails to clients and potential customers using Constant Contact
- + Managed team social media platforms

**VIRTUAL ASSISTANT AMANDA | REMOTE**  
*Graphic Designer | Aug. 2013 - Dec. 2014*

- + Collaborated with employees to design brochures, booklets, and social media graphics for clients
- + Answered questions via phone calls and emails to clients on a daily basis
- + Attended virtual meetings over Zoom and Skype

**CABRINI COLLEGE | RADNOR**  
*Graphic Design Internship | Jan. 2014 to May 2014*

- + Developed skills in Graphic Design alongside the Communications Department
- + Designed commencement pamphlet and layouts for *Cabrini Magazine*
- + Updated templates with current information

## CERTIFICATES AND AWARDS

**THE DEROSE-HINKHOUSE MEMORIAL AWARDS - AWARD OF MERIT**  
*May 2022*

- + Issued by the Religion Communicators Council
- + For my design work on the 2020 Annual Report for Bryn Mawr Presbyterian Church
- + Award of Merit for the Specialty Publications, Annual Reports category

**WEB DEVELOPMENT CERTIFICATE**  
*May 2015*

- + Issued by Delaware County Community College

**MAGNA CUM LAUDE**  
*May 2014*

- + Issued by Cabrini College