
Jeanann Hand

South/Central Florida
(352)805-9015
jeanneandotcom@gmail.com

Web Designer / Graphic Designer / Writer / Educator

Writing Samples: <http://jeanneann.com>

SKILLS

Adobe Creative Suite, Microsoft Office Suite, Audacity, Garageband

EXPERIENCE

June 2008-September 2018

Web and Graphic Designer, Media Specialist

North Lake Presbyterian Church, Lady Lake, FL

- Designing web pages and interactive marketing materials such as banner ads, landing pages, buttons, online promotions and other materials as requested
- Managing website and social media updates
- Providing graphic design, advertising, marketing, and print designs

June 2007-May 2008

Administrative Assistant

C.S.S. Alarms and Services, Nashville, TN

- Composing and preparing correspondence and company email
- Filing and tracking building/ electrical permits online
- Keeping spreadsheets, recording payments, preparing bank deposits
- Learning and using industry-specific database programs

EDUCATION

Barry University - 1989-1991

BA English, Secondary Education minor

ADDITIONALLY

Youth leader, educator and live presenter via speech and music.