

Name: Kelly Jeck

Classification: 4FA, BFA in Graphic Design

Semesters Completed at UF: 7

Current Address: 401 SW 13th Street, Gainesville, FL 32601

Permanent Address: 815 Hastings Drive, Kissimmee, FL 34744

Email: kellyjeck@gmail.com

UFID: 8161-8114

Cumulative GPA: 3.70

Date of Birth: October 29, 1985

Local Phone: 407-908-8238

Permanent Phone: 407-847-7838

Expected Graduation: May 2008

## OBJECTIVE

- To work in a creative environment that allows me to learn from my coworkers as well as belong to a community that allows me to teach design.

## SKILLS

- Fluent in all Adobe Software (CS3 and earlier) including InDesign, Illustrator, Photoshop, Dreamweaver, Flash as well as all Microsoft Office Programs including Outlook/Entourage, Word, Powerpoint, & Excel. Capable of complete project management including press experience, photography, and promo items.

## CAMPUS INVOLVEMENT

### FLORIDA BLUE KEY

- 2007 Homecoming/Gator Growl Layout Director (appointed 3/07)
  - Created and designed all publications regarding Homecoming and Gator Growl including all event programs, advertisements, banners, flyers, billboards etc.
  - Responsible for coordinating and overseeing three assistant directors and delegating jobs for them to complete
  - Worked about 25 hours per week with the Advertising Associate Producer and Sponsorships to see that all obligations were met to companies
  - Additionally designed the FBK Keynotes and promotional material for the O'Connell Society

### STUDENT GOVERNMENT

- Cabinet Director of Technology (appointed 5/07 - present)
  - Direct the development of the SG website
  - Promote Tech Day is an annual event put on by the Technology Cabinet Directors to load anti-virus software onto students computers
  - Manage a budget of \$1200 to promote the Campus Tech Day and Outlook Forum
  - Created the very first "Outlook Forum" to educate UF Students and Faculty how to use Microsoft Outlook as a tool to check multiple email accounts, make a calendar, task list, and sync all your contacts with your mobile phone
  - Created and designed the first Chomp the Vote website as another outlet to encourage and instruct students to vote

VOX GRAPHIS - Graphic design organization, consists of approximately 60 members, that welcomes all majors and is encouraged by the design advisors for upper level admission. Vox Graphis is known for their annual trip to visit graphic design firms as well as our now 17th annual juried design exhibition of student work, Ligature.

- Treasurer (re-appointed 08/07 - present)
  - Awarded new budget of approximately \$7,210.00 for the 2007 - 2008 year due to my efforts from meetings with FACC regarding funding
  - Continued to distribute funds to the appropriate officers to put on events that promote design to the community
  - Paired with the Vice President to plan a trip to Miami to visit various design firms in an effort to better educate the organization on design
  - Planned the first day trip to Orlando to visit more design firms
  - Created an Assistant Treasurer position to alleviate the difficult transition from Member to Treasurer
- Treasurer (appointed 8/06 - 5/07)
  - Responsible for organizing and keeping accounts, collecting money for annual trips and design exhibitions
  - Monitored a budget of \$5,000 for the 2006 - 2007 year given to us by Student Government/FACC and distributing it effectively among 6 elected officers
  - Created additional special requests for the FACC and petitioned for additional funding
  - Received an additional \$3,000 (on top of the \$5,000) in funding from the College of Fine Arts for our annual design exhibition, Ligature 16
  - Propose budget for the 2007 - 2008 school year
- Fundraising Chairman (appointed 8/05 - 5/06)
  - Responsible for designing and packaging letters to local businesses
  - Work with these local businesses to assure extra funding for annual events sponsored by VOX Graphis
  - Raised a total of \$1,000 in food and prizes for the 2005 Ligature 14 Exhibition

### PANHELLENIC COUNCIL

- Panhellenic Counselor 2007 (appointed 11/06 - 8/07)
  - Selected among other Panhellenic Women to counsel 62 Potential New Members choosing to go through recruitment
  - Registered for Women's Greek Leadership course to teach Panhellenic Counselors the roots of recruitment and how to counsel PNMs
- Director of Technology (appointed 11/06)
  - Responsible for maintaining and creating webpages on the Panhellenic website (www.ufpanhellenic.com) making sure that all events, awards, and information is up to date.
  - Creating publications that are distributed to all public vendors in the Gainesville Area with intention to receive financial donations
  - Oversee two assistant directors and delegating responsibility for small website changes
- Assistant Director of Technology (appointed 11/05)
  - Part of the re-branding and identity committee who collaboratively created a new logo and tagline for the Panhellenic Council and applied to any publications distributed to the public
  - Given responsibilities by the Technology Director to make quick website changes
  - Created publications with new branding to promote the Panhellenic Council to the Gainesville community

### DANCE MARATHON

- Created and designed the new branding campaign for Dance Marathon at UF which involved a new logo, colors, and slogans
- Technology Captain (appointed 9/07)
  - Responsible for website design, video editing projects, and video projection at the event
  - Photography for all events leading up to DM including Miracle Day and Fundraisers around Gainesville
- Dancer (appointed 04/06)
  - Chosen to stand for 32 hours to raise money the Children's Miracle Network specifically benefitting Shands at UF

### KAPPA KAPPA GAMMA

- Technology/Website Chair (appointed 1/06 - currently serving 2nd term)
  - Liason between the website server company and the organization
  - Update the website when necessary to ensure current photographs and information
  - Hosted the "Outlook Forum" specifically for the organization to educate women on the advantages of using a stand alone email client to organize their schedules, tasks, and multiple e mail accounts
- Recruitment Technology Chair (appointed 1/06 - 8/06)
  - Responsible for finding a projector, screen to show videos, and proper computer and sound equipment during Panhellenic Recruitment 2006
  - Collect material and create multiple videos to educate new members on the organization

## EDUCATION

- Osceola High School, 420 S. Thacker Avenue, Kissimmee, FL 34744 • Ranked 12/482 • 4.3 GPA • Received Diploma as well as 35 college credits from Valencia
- University of Florida, Bachelor's Degree in Fine Arts, Graphic Design, minor in Art History and concentration in Photography • 3.7 GPA • Graduating May 08

## HONORS & AWARDS

- Kappa Kappa Gamma Undergraduate Scholarship (awarded 8/07)
  - In the top 3 of 142 scholarship winners internationally and awarded the highest amount of \$3,000
- University of Florida Department of Housing and Residence Education Internship
  - Graphic Designer
    - Responsibilities include package and interactive design for an educational CD about on campus housing and campus life
    - Flyers seen by all on campus residents to inform them of recent internet updates
    - Update UF Rec Sports Equipment Checkout interface with a new design and new features to speed up checkout
- Fidelity Press Internship
  - Week long internship at Fidelity Press learning about pre press, plates, die cutting, printing, and sales.

## REFERENCES

- Brandon Vega, UF Department of Housing and Residence Education - brandonv@housing.ufl.edu
- Aron Weingard, Florida Blue Key Gator Growl Producer 2007 - aron.weingard@gmail.com • 561-866-8258
- Lynda Figueroa, Panhellenic Council Activities Vice President - figgy@ufl.edu • 561-702-4219