

# PAUL SUMMERLIN JR.

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## Education

**Emory Center for Lifelong Learning**  
Continuing education course May 2010  
Photoshop Level 2

**Keiser College,**  
August 2002-  
July 2004  
Keiser college of  
Lakeland Florida,  
Associates degree in  
Computer Graphics  
and Design.

### Courses include:

Intro to Design I & II,  
Layout and  
Composition I & II  
3-D Modeling  
Animation I & II,  
Delivery Systems  
Multimedia  
Production I & II, 2-D  
Illustration  
Knowledge in Many  
Adobe Applications,  
& Quark

**Lithonia High School,**  
Diploma  
Graduated with 3.0  
G.P.A

## Personal Statement

- Dedicated individual with high ambitions to succeed in many given work environments...
- With extensive experience in the field but always ready to learn more and rise to the challenge of any new situation...
- Works well with others while also efficiently on my own...
- Good communications skills...
- Proficient in Microsoft Applications...
- Design and Layout experience...
- Positive attitude...
- Seeking a position where I can develop and excel while giving my best to an employer...

## Experience

- **Spectrum Services Inc:** Feb 2012-Sept 2012  
Customer Service Representative/Team Lead  
Maintain customer service by way of phone, internet and live chat to clients for auction. Overseeing accounts as well as other duties to promote steady functionality.
- **Donnelly Communications:** Aug 2010- June 2011  
Customer Service Representative/Floor Specialist  
Answer calls and conduct sales. Assist staff with clients as needed.
- **Family Dollar:** June 2008-June 2010  
Retail sales clerk  
Stock store, unload truck, operate cash register.
- **Big Green Egg:** October 2006-Sept 2007  
Retail Sales Associate  
Sell and assemble outdoor grills, operate front cash register, unload warehouse and all store products.
- **Boring Business Systems :** January 2005-December 2006  
Delivery Driver and Installation Specialist  
Deliver office supplies to steady clients, install and assemble office furniture for customers.
- **Action signs of Lake Wales August:** 2004-Janurary 2005  
Production Assistant  
Design, layout and prepare custom banners, posters, signs, logo's and web pictures for customers and clients.