

# MAGGIE SKELLIE

<https://maggieskellie.com/>

## CONTACT

### LinkedIn

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### Instagram

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## EDUCATION

Expected May 2024

### Bellarmine University

*Bachelor of Arts in Communications and Design, Art, Technology; Minor: Art*

- Dean's List: Spring 2021, Spring 2023
- Monsignor Treece Scholarship Recipient

### Relevant Coursework

- Multimedia Communication
- Web Art
- Arts Entrepreneurship & Tech
- Beginning Photography
- Public Speaking
- Digital Illustration

## SKILLS

- Graphic Design
- Traditional Art
- Digital Art
- Video/Photo Editing
- Public Speaking
- Calligraphy
- Photography
- Training

## APPLICATIONS

- Adobe Photoshop
- Premiere Pro
- Camera RAW
- Adobe InDesign
- Adobe XD
- Adobe Illustrator
- Canva

## WORK EXPERIENCE

### August 2023 - Present

**Belle Noble Entertainment LLC; Louisville, KY**

#### Digital Media Intern

- Connect with customers via video, email, and social media graphics.
- Monitor and Manage Social Media accounts daily.
- Develop and implement strategies that promote the company.

### December 2020 - August 2023

**Starbucks; Louisville, KY**

#### Barista/Certified Barista Trainer

- Created a safe environment for both customers and coworkers.
- Introduced new employees to the workplace and trained them on beverage recipes and workplace standards.
- Energetically hand-crafted hundreds of beverages for 200 customers per hour in a timely manner.

### April 2020 - August 2020

**Papa John's; Shelbyville, KY**

#### Delivery Driver

- Swiftly packaged and delivered food items to customers.
- Communicated with customers on their needs, complaints, and wishes.

### March 2019 - November 2019

**La Cocina de Mama; Shelbyville, KY**

#### Hostess

- Maintained a hostess stand, seating areas, and menus with thorough cleaning and assistance.
- Communicated with customers about their preferences and experience.
- Handled all cash payments and tip amounts, ensuring accurate totals.

### March 2018 - December 2018

**Bourbon Kitchen at 524; Shelbyville, KY**

#### Barista/Server

- Provided customers with a unique and positive experience in a robust and fast-paced environment.
- Designed creative and informative menu boards using traditional art methods to communicate new items in a coherent and charming manner.

## LEADERSHIP & INVOLVEMENT

### Septemer 2022 - Present

**Bellarmine - BUKnighted; Louisville, KY**

#### President/Service & Volunteer Coordinator

- Representing BUKnighted as an organization.
- Preparing for, organizing, and running meetings.
- Promoting the Mission and goals of the BUKnighted organization.
- Supplying the organization with an events and info e-letter.
- Delegating tasks to members of the executive board.
- Organize and lead at least one volunteer opportunity each semester. (Related to LGBTQIA+ activism)
- Answer questions and concerns regarding the platform MobileServe.
- Design banners and handouts for on-campus events, and assist the Public Relations chair.