



Elizabeth Uhlenhake

elizabethuhlenhake.com
elizabethuhlenhake@hotmail.com
419-268-8463

Education

The Modern College of Design

August 2019 – Present

Associate Degree of Applied Business in Design
Web Design, UI/UX, Photography, Graphic Design

Employment History

Design Intern at Totally Promotional, Coldwater, Ohio

April 2021 – Present

- ◆ Create production templates in Illustrator for production printing.
- ◆ Help assist with customer service and answer phone calls.
- ◆ Design hot leads that mocked up the customized promotional items for customers.

Food Production Worker at Cooper Farms, St. Henry, Ohio

October 2020 – April 2021

- ◆ Worked with a team to get all the meat orders counted and packed to ensure it was ready for shipment.
- ◆ Iced the meat regularly to keep it at a safe, cold temperature.
- ◆ Helped assist with building crates and adding bags for large orders.
- ◆ Sorted and weighed the turkey breast to ensure it matched the order correctly.

Soils Lab Helper at Brookside Labs, New Bremen, Ohio

April 2020 – August 2020

- ◆ Rinsed and cleaned filters to keep clients happy to ensure correct test results.
- ◆ Tested the soil pH to ensure good quality for farming.
- ◆ Helped assist with unpacking soil that was delivered through mail.
- ◆ Ground dirt to help the client get the best test results.
- ◆ Cleaned and sanitized the lab to ensure safety and health of others.

Head Lifeguard / Pool Maintenance, St. Henry, Ohio

May 2016 – August 2020

- ◆ Explained and enforced rules, regulations, and policies to ensure patron safety.
- ◆ Managed and supervised lifeguards to ensure job correctness.
- ◆ Opened and closed pool facilities.
- ◆ Tested the water and logged results hourly to ensure health and safety.
- ◆ Taught group and private swim lessons to local children.
- ◆ Monitored designated areas to ensure target zones were safe.
- ◆ Cleaned and sanitized bathhouse and pool to ensure safety and health of others.

Dietary Aide at Briarwood Village, Coldwater, Ohio

September 2017 – August 2019

- ◆ Prepared and served meals that matched each resident's diet.
- ◆ Cleaned and sanitized the kitchen and dishes.
- ◆ Trained new employees to ensure job readiness.
- ◆ Monitored food temperatures and logged them daily.
- ◆ Restocked the kitchen with drinks and snacks for residents and guests.

Skills

Computer Skills

Adobe Creative Suites: Illustrator, InDesign, Photoshop, Lightroom; Microsoft Word, Google Docs, Google Slides, Google Sheets, Sketch, InVision

Key Skills

Organization, time management, creative thinking, teamwork, listening skills, leadership

Social Media

Advanced in Instagram, Twitter, Facebook, Snapchat, LinkedIn