



Alantra Pearce

📍 Livingston, AL 35470 📞 205-609-0308 ✉️ pearcealantra@gmail.com

PROFESSIONAL SUMMARY

Detail-oriented, organized and meticulous employee. Works at fast pace to meet tight deadlines. Enthusiastic team player ready to contribute to company success.

SKILLS

- Adobe Photoshop
- Adobe Illustrator
- Web Design
- Microsoft Office Expertise
- Project Creation
- Social Media Content Creation
- Branding
- Adobe Creative Suite

WORK HISTORY

GRAPHIC DESIGN INTERN *05/2023 to CURRENT*

Larkin & Scott Mourtuary, LLC | Demopolis, AL

- Used Adobe Photoshop, Adobe Illustrator and Adobe Indesign within 48 hours to create final obituaries for families loved ones.

HALL DIRECTOR *07/2022 to CURRENT*

UWA Housing | Livingston, AL

- Assisted residents with transitioning into new living environment and maintained strong relationships with residents.
- Enforced policies and safety standards through building and duty rounds.

SOCIAL MEDIA MANAGER *05/2022 to CURRENT*

Mu Eta Chapter Of Alpha Kappa Alpha Sorority, Inc. | Livingston, AL

- Monitored online presence of the chapter's brand to engage with the students and strengthen campus relationships.

FINANCIAL AID STUDENT WORKER *09/2021 to CURRENT*

The University Of West Alabama | Livingston, AL

- Guided students through financial aid processes, by completing necessary forms and updating account records.

EDUCATION

Bachelor of Science | Integrated Marketing Communications *EXPECTED IN 05/2024*

The University of West Alabama, Livingston, AL

- Dean's List Spring 2023
- Alpha Kappa Alpha Sorority, Inc. Member
- Awarded Lena Mafitt Memorial Scholarship