CIERRA MASON

DIGITAL DESIGNER

☎ 757-477-9315   ✉ cierra.mason.business@gmail.com   📍 Virginia Beach, VA 23451   🌐 masongraphics.xyz

Emerging digital designer looking to provide a fresh perspective upon the digital world. Honest, creative, and communicative individual who is willing to go the extra mile to get work done.

WORK HISTORY

SHOW CONTROLLER, High Impact Television Systems   **Norfolk, VA | Oct 2023 - Present**

- Managed and ensured timely cross-communication with 12+ people simultaneously.
- Quickly switched between multiple tasks to ensure a good production.
- Assisted in directing events live for thousands of audience members.
- Worked with high-profile clients such as the MEAC and Savannah Bananas.

RESIDENT ASSISTANT, Baldwin Wallace University   **Berea, OH | Jan 2022 - May 2022**

- Oversaw and communicated with 16 people.
- Contributed to event planning for over 200 individuals.
- Ensured the safety of the entire residence hall around the clock.

INTERN, FMCC IT Department   **Johnstown, NY | Sept 2019 - Dec 2019**

- Assisted in closing help desk tickets from various clients.
- Troubleshooted Windows and Mac OS systems as needed.
- Maintained the printers to ensure a smooth operation for university students.

PROJECTS

WEB DESIGNER, Mason Graphics   **Apr 2023 - June 2023**

- Created a six-page website that blends function and style.
- Self-hosted and individually maintained the backend.
- Combined Elementor and custom code for a polished product.

WEB DEVELOPER, Baldwin Wallace University UX Center   **Aug 2022- Apr 2023**

- Created eight pages of documentation in Google Docs.
- Coded over 300 lines in HTML, CSS, and JavaScript while using the Bootstrap 5 framework.
- Managed the server using Ubuntu Linux and MySQL.

CONTENT MANAGER, Dayton C. Miller Honor Society   **Aug 2022 - Nov 2022**

- Utilized WordPress to update over 100 entries.
- Created at least 12 unique tags to categorize projects.
- Ensured uniformity by editing over 100 pictures in Photoshop.

EDUCATION

BALDWIN WALLACE UNIVERSITY   **Aug 2020 - Apr 2023 - 3.3 GPA**

Berea, OH

B.A. Digital Media & Design: Interactive Design

FULTON MONTGOMERY COMMUNITY COLLEGE   **Sept 2015 - Dec 2019 - 3.6 GPA**

Johnstown, NY

A.A.S Computer Information Systems

EXPERTISE

Google Workspace • Adobe Creative Suite • Wireframes & Personas • Front End Coding • Marketing • Computer Literacy •

Branding • Microsoft 365 • CMS Website Builders • Hootsuite • SEO • Webhosting • Canva • Database Management

ACCOLADES

Phi Theta Kappa Member • Pi Lambda Phi Fraternity Alumni • 2020 AAUW Award Recipient • National FBLA Competitor