

Alexa H. Gardner

Cranston, Rhode Island 02921 - Tampa, Florida 33606

Website/Portfolio

- <https://alexagardner.com/>

Summary

Highly artistic, ambitious, and self-motivated student currently pursuing a B.A. in Design with a double minor in Advertising and Public Relations eager to learn and contribute developed knowledge into all responsibilities. Skilled in problem-solving and creativity in organized settings. Adaptable and driven with a strong work ethic and ability to thrive in team-based or individually motivated environments.

Skills

- Fine arts expertise
 - 2D media
 - 3D media
 - Digital media
- Adobe Creative Suite
 - Illustrator, Photoshop, InDesign, Acrobat
- Microsoft Office
- Social media (Instagram, Snapchat, Facebook, Twitter, TikTok)
- English (Native) and Spanish (Proficient)
- Strategic planning

Education

The University of Tampa

Expected in December 2022

Bachelor of Arts in Design, Double Minor in Advertising and Public Relations

Tampa, Florida

- Major in Design, Double Minor in Advertising and Public Relations
- 4.0 GPA
- Honors Enrollment and Dean's List
- UT Presidential Merit Recipient

La Salle Academy

May 2019

Providence, Rhode Island

- 4.0 GPA
- National Honor Society Member - Spanish Honor Society Member
- Honor Roll with Distinction 2015-2019
- Photography Club Member
- Yearbook Committee Member
- Students Against Destructive Decisions Club Member
- Attended MADD Rhode Island's Team Spirit Youth Leadership Conference
- Volunteer Guide at First-Year Orientation and Open House

Experience

Blue Door Art Studio

May 2021 to Present

Website Designer

Smithfield, Rhode Island / Tampa, Florida

bluedoorartstudio.com

- Design visual elements for use online, reflecting Blue Door's branding and design aesthetic
- Create layouts for landing pages, categorized class pages, and other areas of the site, while testing different designs to see which are most effective in providing information to the target audience

The Beautizen October 2021 to Present
Website Designer
 Cranston, Rhode Island / Tampa, Florida
thebeautizen.com

- Design visual elements for use online, reflecting The Beautizen’s branding and design aesthetic
- Create layouts for landing pages, landing and services pages, and other areas of the site, while testing different designs to see which are most effective in providing information to the target audience

Lexi Gardner Design June 2020 to Present
Freelance Graphic Designer
 Cranston, RI - Tampa, FL

- Create custom graphics for “I’m Not 4 Everyone” clothing brand
- Create custom graphics for “MM vs Wrestling” social media
- Tattoo designs upon request

Blue Door Art Studio June 2016 to September 2019
Art Teacher's Assistant
 Smithfield, Rhode Island

- Periodically taught aspiring artists through prepared lesson materials and visual aids to reinforce concepts
- Arranged and led activities for students, including fashion shows and artwork displays

Dinner4Two By Kitchen Charm January 2017 to January 2018
Product Promoter
 Cranston, Rhode Island

- Promoted kitchenware products by educating customers and prospects about offerings at promotional events

Integrated Psychiatry Inc. Medical Group Practice January 2016 to June 2016
Administrative Assistant
 Cranston, Rhode Island

- Organized and streamlined file room operations for a team of psychiatrists, nurse practitioners, therapists, and secretaries which led to smoother workflows.
- Destroyed files and materials upon request to prevent data breaches.
- Executed special objectives and assisted in developing a weight loss program in response to executive team requests.

Honors/Awards

• Certificate of Membership in the Rhode Island Honor Society of Secondary Schools	2019
• President's Education Awards Program Certificate of Outstanding Academic Excellence	2019
• Certificate of Award for Excellence in AP Studio Art	2019
• Rhode Island School of Design RISD Annual Art Award	2019
• Hera Gallery Awards of Excellence for Drawing and Best Portrait	2019
• Certificate of Membership in the National Honor Society	2018-2019
• Certificate of Membership in the Spanish Honor Society	2018-2019
• The Scholastic Art & Writing Awards: Silver Key	2018
• Premio de Plata: Exam Nacional de Español Certificate	2017
• General Federation of Women's Clubs of Rhode Island Certificate of Excellence and \$100.00 Cash Award	2017
• Certificate of Special Congressional Recognition	2017
• The Scholastic Art & Writing Awards: Silver Key	2017
• The Scholastic Art & Writing Awards: Honorable Mention	2016
• The Scholastic Art & Writing Awards: Gold Key & Silver Key	2015
• The Scholastic Art & Writing Awards: Gold Key & Silver Key	2014

Additional Experience

- Volunteer cleaning Cypress Point Park (Tampa, FL) 2019-2021
- Volunteer cleaning Goddard Park Beach (East Greenwich, RI) 2016-2021

- Volunteer at United Way of Rhode Island and National Family Volunteer Day (Providence, RI) 2019
- Volunteer at St. Charles Soup Kitchen (Providence, RI) 2018
- Volunteer bake sales to buy clothing for those in need with a local parish (Cranston, RI) 2018
- Volunteer with underprivileged children at public parks and distributing lunches (Providence, RI) 2017
- Volunteer summer camp counselor (Cranston, RI) 2015-2017
- International travel to Mexico, Italy, Spain, Gibraltar, Dominican Republic, The Bahamas