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EDUCATION

Bachelor of Design
Wardiere University
2006 - 2008

Bachelor of Design
Wardiere University
2006 - 2008

EXPERTISE

Web Design
Branding
Graphic Design
SEO
Marketing

LANGUAGE

English
French

ABOUT ME

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WORK EXPERIENCE

- Jan 2022- Present
Company Name | 123 Anywhere St., Any City
Digital Marketing Manager
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- 2017 - 2019
Company Name | 123 Anywhere St., Any City
Social Media Manager
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- 2015 - 2017
Company Name | 123 Anywhere St., Any City
Social Media Manager
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REFERENCES

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Resume Template Ideas Tutorial

Puja Mehta



Resume Template Ideas Tutorial:

Building the Looking-Glass Resume Larry Goldsmith, 2014-01-10 Building the Looking Glass Resume is a resume solutions book that shows you how to create the reflection of your job skills that can help you win the prized invitation to a job interview The book features the Jaazle Resume Template and Tutorial to guide you through the resume building process so you can quickly and confidently create a professional looking resume with powerful contents Building the Looking Glass Resume is for all job seekers from entry level to senior executives or those in career transition The book includes solutions to the most difficult resume concerns questions and technical issues [The Graphic Designer's Guide to Portfolio Design](#) Debbie

Rose Myers, 2011-11-03 This book is developed to provide students with everything they need to know to make the transition from design student to design professional It provides step by step instruction for creating professional portfolios both traditional and digital Interviewing tips sample resumes and cover letters and action verb lists help students prepare for their job search The second edition includes new sample portfolios robust case studies and updated information on digital portfolio trends and techniques **Bookmarking** Alicia E. Vandebroek, 2012-07-16 With easy to follow tutorial guides this book is

your one stop shop for implementing creative activities for all ages on social bookmarking tools Focusing on ways social bookmarking can impact academic and public libraries and increase collaborations with both patrons and faculty Bookmarking Beyond the Basics introduces a variety of social bookmarking websites with helpful tutorials and activities for a wide range of users It addresses social bookmarking sites such as Delicious Avos Later This Jog the Web Sqworl LiveBinders Diigo and covers shared bookmarking with QR codes The description of each website is accompanied by practical information on how to use this bookmarking tool in the classroom school library or public library to create personal learning networks and provide resources for patrons The book describes ways classroom teachers can work collaboratively with librarians to incorporate social bookmarking into the classroom Included activities are developmentally appropriate for primary grade students up to adult patrons **Why Freelancing Rocks: The Coolest Job Ever** Steve Williams, 2025-02-27 Step into the

future of work with Why Freelancing Rocks your ultimate guide to thriving as a freelancer and scaling your business for long term success Whether you're just starting out or looking to elevate your career this book provides actionable strategies to help you identify your niche craft a standout portfolio and price your services for profitability Learn how to write proposals that win projects manage client expectations effectively and handle even the most challenging situations like late payments and difficult clients with confidence Discover practical tools for automating repetitive tasks saving time and staying productive while working remotely With tips on marketing yourself authentically without feeling salesy you'll attract high paying clients and build lasting relationships based on trust and professionalism As you grow explore ways to scale beyond one on one work by creating passive income streams expanding your service offerings and transitioning from solo freelancer to agency owner Packed with insights on balancing creativity with business acumen overcoming imposter syndrome and

avoiding burnout this playbook empowers you to stay resilient in the ever evolving gig economy From streamlining workflows to leveraging social media for lead generation each chapter is designed to simplify the complexities of freelancing and set you up for sustainable growth Whether you re aiming to master client communication protect yourself legally or future proof your career Why Freelancing Rocks equips you with the systems mindset and strategies needed to succeed Let this guide transform your passion into profit helping you build not just a freelance career but a thriving scalable business that works on your terms

Beginner Level Prompts Plug and Play Prompts,2025-10-26 Struggling to Get Good Results from AI Tools You re Not Alone Most people know AI tools like ChatGPT and MidJourney exist but they don t know how to use them effectively You type something in get mediocre results and wonder what all the hype is about The secret It s all about the prompts This book gives you 1 100 proven beginner friendly prompts that actually work so you can start getting impressive results from AI today even if you ve never used these tools before What s Inside 1 100 Ready to Use Prompts Just copy paste and customize 10 Essential Topics Covering everything from content creation to business planning 100 Subcategories Find exactly what you need fast Zero Experience Required Written for complete beginners Topics Covered AI Art MidJourney Create stunning visuals Content Creation Marketing Write better content faster Business Entrepreneurship Plan strategize and grow Freelancing Side Hustles Start earning with AI Education Learning Study smarter learn faster Programming Tech Code without being a developer Building Websites Apps Bring your ideas to life Travel Adventure Plan unforgettable trips Video Creation Produce engaging content AGI Brain Computer Interfaces Explore cutting edge tech Perfect for Content creators who need fresh ideas daily Small business owners wanting to automate tasks Students looking to study more effectively Freelancers adding AI to their skillset Anyone curious about AI but unsure where to start Why This Book Works Unlike generic AI guides this book gives you specific actionable prompts you can use immediately No fluff no theory just prompts that get results Each prompt is Beginner friendly Easy to understand and use Practical Solves real problems Customizable Adapt to your specific needs Bonus Free Interactive Tool Get lifetime access to our web based prompt library at plugandplayprompts.com with Easy filtering by topic and subcategory Instant search across all prompts One click copy functionality Stop Struggling Start Creating AI doesn t have to be complicated With the right prompts you can create content solve problems and boost productivity in minutes not hours Click Buy Now to get started today Whether you re using ChatGPT Claude MidJourney or any other AI tool these prompts will transform how you work create and learn Important Copyright Usage Notice This book and its contents are protected by copyright law and are intended for personal use only Prohibited Uses Reselling redistributing or sharing this ebook or its prompts Copying prompts for commercial redistribution Creating derivative works for resale Sharing access to the interactive tool at plugandplayprompts.com You may use these prompts to create your own content but you may not resell the prompts themselves Licensing Commercial Use Interested in commercial licensing bulk purchases or partnership opportunities Contact us at plugandplayprompts@gmail.com By

purchasing this book you agree to these terms Unauthorized distribution or resale is strictly prohibited and may result in legal action Thank you for respecting our work and supporting independent creators **ChatGPT for Seniors** Sam Wilder,2024-08-31 Unlock the power of artificial intelligence and discover a world of possibilities with ChatGPT for Seniors This easy to follow guide is designed specifically for seniors who are eager to learn how to use ChatGPT a powerful AI tool to create digital products and generate additional income Whether you re looking to supplement your retirement keep your mind active or simply explore a new hobby this book will walk you through the process step by step You ll learn how to use ChatGPT to brainstorm ideas create engaging content and even sell your digital products online With clear instructions and practical tips ChatGPT for Seniors makes technology accessible and fun You ll find out how to Set up and start using ChatGPT on your computer or tablet Explore a variety of digital product ideas tailored to your interests Create your first digital product with the help of AI Monetize your creations and sell them on platforms like Amazon and Etsy Overcome common challenges and enhance your skills with advanced techniques Be inspired by success stories from other seniors who have embraced AI Don t let the digital age pass you by Empower yourself with the knowledge and tools to thrive in today s world With ChatGPT for Seniors you ll be ready to take on new challenges and enjoy the rewards of learning something new

Supervision Modules to Support Educators in Collaborative Teaching Kathryn L. Lubniewski,Debbie F. Cosgrove,Theresa Y. Robinson,2019-08-01 The classroom teacher in the 21st century is no longer a solo practitioner What can school leaders use to facilitate on going job embedded intentionally focused professional development that is unique to the collective needs of teacher pairs and teams as they work together What can teacher preparation supervisors provide to support teacher candidates and cooperating teachers as they plan teach and assess student learning in a co teaching context *Supervision Modules to Support Educators in Collaborative Teaching* is a research based supervisory handbook designed to promote on going teacher reflection and development in collaborative teaching contexts It is a tool for school leaders and teacher preparation supervisors to use for in service and pre service teacher development at all grade levels PK 12 The handbook s many resources provide practical guidance for meaningful teacher development that is field based relevant to daily teacher work and artfully presented to build collaboration among teachers as they reflect and learn together Unique to this approach is that school leaders and supervisors learn alongside teachers and teacher candidates as relevant topics are explored The handbook contains a collection of eighteen interactive activity based modules that focus on topical content knowledge and productive teaching practices Embedded in the modules are pair and team activities that address problem solving dimensions of collaborative teaching communication and collaboration skill development understanding of diversity cultural responsiveness and shared understanding of evidence based practices This resource is easy to use Once school leaders and supervisors select a module topic to address the needs of a particular pair or team they are supported with foundational knowledge of the most current research on the topic discussion questions about the topic suggestions of productive practices

questions to deepen personal and group understanding reflective professional growth activities critical analysis of teaching scenarios and monitoring follow up and goal setting strategies Modules can be used in any order and include reproducible materials for pairs and teams to use as they collaborate and grow professionally *Tools for Teaching in the Block* Roberta L. Sejnost, 2009-04-09 It is not unusual for teachers to feel overwhelmed when their school shifts from a traditional bell schedule to a 90 minute block Sejnost guides teachers from feelings of apprehension and nervousness to those of confidence and excitement by giving them tools and research based strategies to reach their students in new and challenging ways Nancy W Sindelar Instructor and Consultant California State University San Bernardino Sejnost presents strategies that enable students to locate synthesize evaluate retain and utilize information as successful adolescent learners and as successful adults in our fast paced knowledge driven society Nancy K McGill Program Director Our American Voice Barat Education Foundation Effectively use extended class periods to enhance student achievement Roberta L Sejnost offers an alternative to the usual lecture format to help teachers create coherent effective lessons for extended blocks of instructional time no matter what the subject or grade level This book provides teachers with a four phase lesson planning framework and numerous teaching strategies to build higher level thinking skills and increase student learning Teachers can use practical research based methods and tools such as cooperative learning quality questioning and graphic organizers to reach secondary students The author includes reproducible blackline masters for classroom use plus activities for Preparing students for learning by fostering their prior knowledge helping them set a purpose for reading and learning and teaching the vocabulary necessary for understanding Helping students actively interact with and process what they have learned Clarifying and reinforcing content and taking learning to the next level *Tools for Teaching in the Block* enables educators to take advantage of block scheduling to promote reading writing and critical thinking in adolescents Peter Norton's Introduction to Computers Office 97 Tutorial with 3.5 IBM Disk Peter Norton, 1998-01-05 Peter Norton's new Office 97 Tutorial helps students learn to create process and present information using Microsoft Office 97 Emphasizing hands on instruction this applications tutorial includes a student data disk to help students apply and practice the skills and techniques they learn in each lesson *Integrating Technology in the Classroom*, 1999 Canva For Dummies Jesse Stay, 2025-01-29 The essential guide to the popular beginner friendly graphic design platform Canva For Dummies is a beautiful full color reference covering everything you need to create dazzling visual materials in Canva Free and Pro versions Discover all tools templates and features at the ready plus utilize expert tips and tricks to improve your design and visual communication skills Start with basic functionalities and graphic design principles and then work your way up to more complex design tasks with ease Canva For Dummies also covers Canva's new AI tool Magic Studio so you'll be up to speed on everything this cool app can do Plus the useful case studies and practical design projects inside are sure to ignite your creativity Create effective social media posts presentations brand style guides and everything in between thanks to the helpful guidance in this book

Understand the Canva interface and get a primer on graphic design Explore advanced tools and techniques including Canva's new AI tool Magic Studio Create engaging visuals for business social media and beyond Utilize Canva hacks and trends to make your graphics pop This handy guide is for everyone answering all your questions whether you're new to the platform or a current user Rock your next design project with Canva For Dummies [ENC Focus](#), 1999 [The College Student's Resume Guide](#) Kim Marino, 1989 This is an easy step by step guide for writing your own resume cover letter and a thank you letter for after the interview [625+ Easy Digital Product Ideas For Earning Passive Income While You Sleep](#) Om Prakash Saini, 2024-02-16 Embark on a journey of endless possibilities with 625 Easy Digital Product Ideas For Earning Passive Income While You Sleep This book is your ultimate guide to unlocking the world of online entrepreneurship without breaking a sweat Packed with over 625 simple and lucrative digital product ideas it covers a wide range of categories like Ebooks and Written Content Online Courses Printables Stock Photos Videos Audio Products Software 3D Models Web Development Resources and more Whether you're a seasoned digital entrepreneur or a newbie looking to make money while you snooze this book has something for everyone Dive into the realm of passive income and discover how to turn your creativity into cash From crafting engaging Ebooks to developing user friendly applications the book is a treasure trove of inspiration With clear and accessible language it breaks down complex ideas making it perfect for anyone ready to take the leap into the world of online income Don't just dream about financial freedom make it a reality with 625 Easy Digital Product Ideas For Earning Passive Income While You Sleep Your journey to success starts now **Turning Skills and Strengths into Careers for Young Adults with Autism Spectrum Disorder** Michelle Rigler, Amy Rutherford, Emily Quinn, 2015-11-21 This practical college curriculum helps students with Autism Spectrum Disorder ASD to begin to make the transition to the next stage of life their career With detailed personality and skills profiling job hunting strategies and interview preparation it is an ideal textbook for ASD college programs or for student self study [Mahara 1.4 Cookbook](#) Ellen Marie Murphy, 2011-09-15 Part of Packt's cookbook series this book offers learning and techniques through recipes It contains step by step instructions for Mahara users of all kinds It is designed in such a way that you can refer to recipes chapter by chapter or read them in no particular order Whether you are a student an instructor an administrator or simply someone who would like to build your own portfolio this book is for you The range of recipes is wide because Mahara's features can support portfolio development and use regardless of level or purpose This book requires only a very basic knowledge of Mahara **Creo Parametric 2.0 Tutorial and Multimedia DVD** Roger Toogood, 2013 The eleven lessons in this tutorial introduce you to the design capabilities of Creo Parametric 2.0 The tutorial covers the major concepts and frequently used commands required to advance from a novice to an intermediate user level Major topics include part and assembly creation and creation of engineering drawings Also illustrated are the major functions that make Creo Parametric a parametric solid modeler These topics are further demonstrated in the video files that come with every book Although the commands are presented in a click

by click manner an effort has been made in addition to showing illustrating the command usage to explain why certain commands are being used and the relation of feature selection and construction to the overall part design philosophy Simply knowing where commands can be found is only half the battle As is pointed out numerous times in the text creating useful and effective models of parts and assemblies requires advance planning and forethought Moreover since error recovery is an important skill considerable time is spent exploring the created models In fact some errors are intentionally induced so that users will become comfortable with the debugging phase of model creation At the end of each lesson is a short quiz reviewing the new topics covered in that chapter Following the quiz are several simple exercise parts that can be created using new commands taught in that lesson In addition to these an ongoing project throughout the book is also included This project consists of several parts that are introduced with the early lessons and finally assembled at the end

Best Career and Education Web Sites Rachel Singer Gordon, Anne Wolfinger, 2004 The Internet is loaded with information to help you find a job choose a school or learn about careers That s great if you know how to find what you re looking for But if you don t it s easy to get bogged down in information overload That s where this book comes in In this all new fourth edition we ve researched and reviewed the many thousands of career job search and education sites on the Web and include only the very best places for solid information and advice No more wading through site after site this book has already done all of the hard work for you Book jacket

Supporting Reading in Grades 6-12 Sybil M. Farwell, Nancy L. Teger, 2012-06-11 This book presents a curricular framework for students grades 6 12 that school librarians and teachers can use collaboratively to enhance reading skill development promote literature appreciation and motivate young people to incorporate reading into their lives beyond the required schoolwork Supporting Reading Grades 6 12 A Guide addresses head on the disturbing trend of declining leisure reading among students and demonstrates how school librarians can contribute to the development of lifelong reading habits as well as improve students motivation and test scores The book provides a comprehensive framework for achieving this the READS curriculum which stands for Read as a personal activity Explore characteristics history and awards of creative works Analyze structure and aesthetic features of creative works Develop a literary based product and Score reading progress Each of these five components is explained thoroughly describing how school librarians can encourage students to read as individuals in groups and as school communities support classroom teachers instruction and connect students to today s constantly evolving technologies Used in combination with an inquiry information skills model the READS curriculum enables school librarians to deliver a dynamic balanced library program that addresses AASL s Standards for the 21st Century Learner

3 AM Money Machine: How I Built a Six-Figure Income While My Neighbors Were Sleeping Maris Connel, While the world slept I was quietly breaking every rule I d ever been taught about money No 9 to 5 No degree No lucky break Just Wi Fi grit and an unshakable belief that there had to be a better way 3 AM Money Machine isn t your typical get rich book written from a corner office with a view This is the raw uncensored story of

how I turned late nights and big ideas into a six figure income without investors connections or even knowing what I was doing half the time It s the real life playbook for misfits creatives overthinkers and rebels who are done waiting for permission Inside you ll find True stories from digital entrepreneurs who started with nothing but a dream and a half dead laptop Clever tested strategies for making money online that actually work in the real world Passive income ideas that don t require you to be an influencer a tech genius or a fake guru Honest lessons from trial error and a whole lot of midnight breakdowns The bold mindset shifts you need to break free from paycheck to paycheck life This book pulls back the curtain on what happens after the inspirational quote when the buzz fades and it s just you your doubts and a blinking cursor daring you to hit publish Whether you re stuck in a soul sucking job trying to escape the hamster wheel or quietly plotting your online empire from your bedroom floor this is your sign Your next chapter doesn t need approval It needs action Your dream life doesn t start at sunrise It starts at 3 a m when no one s watching and everything is possible Are you ready to build your own Money Machine Because it s already inside you Let s flip the switch

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