



cbarrett519@gmail.com | 720.308.0180 | www.caitlinbarrett.com

Objective

Seeking a full-time junior-level graphic design position in a creative and fast-paced environment

Work History

RENEE FOTOUHI FINE ART [Design Intern]

October 2009-Present

- Design custom wall-decor and branding for corporate and hospitality clients and the online product catalog

BANANA REPUBLIC [Visual Specialist and Sales Support Associate]

August 2007-Present

- Perform visual tasks for merchandise presentation including composing floor moves into stimulating displays, placing signage, and dressing mannequins according to corporate standards
- Contributed over \$30,000 in sales in 2009 by styling customers' personal wardrobes
- Obtained Employee of the Month multiple times

DRURY UNIVERSITY [Architectural Career Fair Coordinator]

September 2007-March 2008

- Supervised logistics for the Career Fair by finding, inviting, and setting up booths for over 15 architecture firms
- Designed and distributed fliers, posters, and "save the date" postcards promoting the event to the community

LOCKHEED MARTIN [Facilities Management Intern]

Summer 2006, May 2007-April 2008

- Created preliminary space plans for 75,000 sq ft of headquarter's office space sent out for pricing estimates
- Handled the quarterly collection of space usage and utilization data for forty-one leases
- Arranged office relocation within the building by crafting AutoCAD office space plans, scheduling moves, ordering furniture, and directing furniture placement for over ten offices

Software Proficiency

- Adobe Illustrator • Adobe InDesign • Adobe Photoshop • Adobe Dreamweaver • QuarkXPress • AutoCAD

Education

DRURY UNIVERSITY [May 2008 Cum Laude Graduate]

- Bachelor of Architecture
- Minor in Design Arts • Minor in Art History • Minor in Global Perspectives
- Academic Honor and Candidates Scholarships
- Dean's List for six semesters
- Member of Architectural Honors Society Tau Sigma Delta (top 10% in class)
- Nominee for the Drury University Architecture Librarium Award for excellence in design

Experience

- Volunteer for Project Cure • 2008-Present
- Director of American Institute of Architecture Students Beaux Arts Ball • 2005-2006
- Member of American Institute of Architecture Students • 2003-2006
- Participant in the Architectural Study Abroad Program in Volos, Greece • Fall Semester, 2006
- Resident of Summit Park Leadership Community • 2004-2006