

Alicia Megan Kimbrell

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(309)-660-1268

Lakewood, CO

Graphic Designer specializing in Illustrator and Photoshop. B.S. in Informatics and Computing from Indiana University with a Cognate in Graphic Design, and Graphic Design Certificate from the American Graphics Institute. Working experience in the music industry with a focus on ticketing and marketing.

EDUCATION

American Graphics Institute, Boston, MA

October 2023

- Graphic Design Certificate
- Relevant skills: Photoshop, Illustrator, InDesign, Graphic Design Fundamentals

Indiana University, Bloomington, IN

May 2018

- School of Informatics and Computing, Bachelor of Science
- Major: Informatics
- Cognate: Fine Arts – Graphic Design

SKILLS – Adobe Photoshop, Adobe Illustrator, Adobe InDesign, Adobe Lightroom, WordPress, Squarespace, Mac OS, Windows OS, Microsoft Suite, HTML, Google Suite, Ticketweb, AXS Back Office, AXS Event Tool, AudienceView, social media savvy, customer service, management, scheduling, creative problem solver, team player, attention to detail

WORK EXPERIENCE

Freelance Design Work

May 2018 - Present

- Create logos/branding, posters, social media posts, & custom merchandise for business for friends, and for personal use

Personal Etsy Shop – Owner, Designer, Social Media/Marketing

February 2021 – June 2022

- Created logo for web and print, utilizing on social media posts, business cards, clothing tags & more utilizing Adobe Suite
- Created a brand and marketing materials for an Etsy shop to create a cohesive look and feel to match the products sold
- Ran social media pages for the shop by creating and scheduling posts and reels, made copy for captions, interacted with customers and ran giveaways in order to market and spread awareness for sales & build community around the business
- Created all inventory for the shop, picked out fabrics, designed, styled, and sewed unique & trendy garments & accessories

Marathon Live Management – Ticketing Manager – Remote (Nashville, TN)

June 2022 – September 2023

- Manage and oversee all aspects of ticketing for Marathon Live's five music venues for both concerts and events
- Assist with graphic design for social media posts as needed, update WordPress & Squarespace website with events
- Utilize Ticketweb and AXS in order to build events, manage inventory, comp requests, and guest lists

Colorado Chautauqua Auditorium – Assistant Box Office Manager – Boulder, CO

June 2021 – June 2022

- Worked in AudienceView to help Box Office Manager build events, designate ticket quantities, set pricing, send email blasts and ticket reports to ensure smooth operations of the auditorium and concerts department
- Updated venue website, FAQs, navigation menu, pop ups, and banners, on both AudienceView and WordPress
- Built webpages on AudienceView and WordPress, updating pictures, logos, descriptions, artist bios, links, and buttons
- Worked box office for shows, managed box office staff, scheduled shifts, managed cash bank, & sent end of show reports

Vivid Seats LLC. – Seller Services Associate - Chicago, IL

November 2019 – June 2021

- Handled day-to-day interactions with sellers beyond the scope of traditional customer service responsibilities
- Managed in-bound seller calls, chats, and emails regarding a wide range of questions, helped to fill and update orders
- One of five selected on the team to work remotely during Coronavirus, having to adapt and pick up customer service

The Elbo Room – Intern – Chicago, IL

May 2019 – November 2019

- Design posters and Facebook photos using Adobe Suite to effectively promote shows and the venue online & in print
- Found and booked bands for events and shows, built events in Vendini to sell tickets, and create Facebook event pages