

Elizabeth Grushkowsky

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Experience

2022 - present

Visual Communications Coordinator University of South Carolina | Columbia, SC

- Collaborate across departments with faculty and staff to create video projects that emphasize the college's goals, programs, and classes.
- Design print and digital materials for publication, manage college social media accounts, and assist in web maintenance.
- Capture formal, corporate, and student events through photography and videography.

2015 - present

Creative Freelancer

- Edited long-form educational video content that utilizes the Adobe Creative Suite for clients with superb communication and collaboration.
- Captured celebratory moments as an event photographer and videographer.
- Successfully created commissioned abstract paintings and jewelry for clients. Managed and operated art-related business social media accounts with excellent customer service.

2020 - 2022

Receptionist | Southern Realty of Barnwell Barnwell, SC

- Acted as the first point of contact to agents, customers, and clients by pleasantly providing support through all channels of communication.
- Maintained company datasheets, physical files, and online website and updated these forms with the Microsoft Office Suite.
- Assisted agents and broker-in-charge with technology troubleshooting and additional support when needed.

Education

2016 - 2020

B.A. Media Arts | University of South Carolina

Graduation with Leadership Distinction in Professional & Civic Engagement
Minor in Applied Computing, Minor in Anthropology
Magna Cum Laude

- Actively participated in TRIO mentorship programs and assisted the program by acting as social media Marketing Coordinator during Fall 2018.
- Excelled in film production classes which prompted unsolicited praise from staff and faculty. Recognized for administrative work as an office assistant in Spring 2020.
- Successfully built relationships with university staff and faculty which lead to various opportunities through the constant display of personal and professional integrity and dedication.

First-generation graduate with 3+ years of professional experience as a multi-platform videographer, photographer, and designer.

Exceptional collaborative skills with a focus on efficient communication, working under strict time constraints, and exceeding professional expectations by providing meticulous organizational skills.

Technical Skills

Mac ●●●●●

Windows ●●●●●

Adobe Creative Suite ●●●●○
Expertise in Premiere Pro, Photoshop, Illustrator, InDesign, and After Effects

Video Production ●●●●●

Microsoft Office Suite ●●●●●

Media Writing ●●●●○