

# SCARLETT DUTY

## CONTACT

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## SKILLS

Advertising  
Brand Identity  
Illustration  
Marketing  
Photography  
Social Media  
Typography  
Web Design

## SOFTWARE

Adobe AfterEffects  
Adobe Express  
Adobe Illustrator  
Adobe InDesign  
Adobe Lightroom  
Adobe Photoshop  
Adobe Premiere Pro  
Canva  
Clip Studio  
Figma  
Google Suite  
HTML/CSS  
Microsoft Office  
Notion  
Slack  
Wordpress

## CERTIFICATIONS

Google Analytics 4  
Hootsuite

## EDUCATION

### University of Florida

Aug 2022 - May 2027

BFA in Graphic Design  
Minor in Mass Communications

### *Relevant coursework*

ADV3008 - Advertising  
DIG2131C - Digital Imaging  
GRA1113C - Design Studies  
GRA1831C - Design Tech

GRA2111C - Visual Methods  
GRA2208C - Typography I  
PGY2441C - Photography  
VIC3001 - Sight, Sound, Motion

## Academic Involvement

### *Vox Graphis*

#### Communications Chair

Apr 2025 - Present

- Co-design and coordinate social media posts in Adobe Creative Suite
- Manage the club's social media outreach through inboxes, comments, and replies

#### Ligature Planning Committee

Dec 2024 - Feb 2025

- Collaborated with a team to create and distribute Vox Graphis' graphic design symposium catalogue book and website

## WORK EXPERIENCE

### *Dave's Hot Chicken*

#### Shift Manager

Oct 2024 - Present

- Supervise daily shift operations and ensure efficient service
- Train staff in excellent service and safety standards
- Address customer inquiries and provide positive dining experiences

### *The Community Classroom Microschool*

#### Graphic Designer

Jan 2025 - May 2025

- Created a unique social media and website banner
- Illustrated the school's mascot using Adobe Illustrator

#### Art Teacher

Jan 2025 - May 2025

- Develop detailed, engaging lesson plans for students ages 10-16
- Plan and implement classroom activities
- Foster a positive, inclusive, and structured learning environment