

CONTACT

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(505) 730-5838

SKILLS

Hard Skills:

- Graphic Design
- Video Editing
- Social Media reels & stories
- YouTube videos
- Web Design

Software:

- Adobe Photoshop
- Adobe Premiere
- Adobe Creative Suite
- Movavi Video Editor
- Canva
- OBS Studio

Soft Skills:

- Creative mindset
- Team player
- Remote work experience
- Self-starter

PORTFOLIO

MINDYHOERTER.ONLINE



Mindy Hoerter

I am looking to pivot my tech career back to a more creative professional role, which was what initially interested me in the tech world 25 years ago. Mostly self-taught and love creating simple and captivating designs.

SOCIAL MEDIA COORDINATOR / 2021 – Present

UNPAID POSITION / ALBUQUERQUE, NM

- Maintained Facebook, Instagram and YouTube accounts for several local bands and venues throughout the Albuquerque, NM metro area
- Created and edited countless videos for Instagram reels and stories, YouTube videos, and music videos
- Proven reputation and analytics for consistent social media growth and delivering regular content

WEB ADMINISTRATOR / 2013 – 2014

RIO GRANDE JEWELRY SUPPLY / ALBUQUERQUE, NM

- Web Admin for e-commerce site where customers purchased jewelry making supplies
- Modernized site design and worked with development teams to help update the site coding

GRAPHIC & WEB DESIGNER / 2006 – 2013

FREELANCE / ALBUQUERQUE, NM

- Provided freelance graphic and web design services for customers
- Created everything from logos and websites to book illustrations and marketing materials

WEBMASTER / 2000 – 2004

MIDWEST COMMUNICATIONS / WAUSAU, WI

- Webmaster for several radio stations' websites throughout Wisconsin, Minnesota, and Michigan
- Created and designed promotions, ads, and redesigned the websites
- Worked in coordination with radio station staff on music festivals, contests, and content