

# Carole Andreen

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## Education

- Associate Degree in Advertising Art  
Art Center of Tucson
- High School Diploma - Sabino High School

## Skills

- Adobe Creative Suite (PhotoShop, Illustrator, InDesign, PageMaker, Dreamweaver, Acrobat)
- Traditional Illustration
- Microsoft Office (Word, Excel, PowerPoint)
- WordPress
- CoStar/LoopNet
- Web-Based Skills (SEO, Google Analytics, Facebook Pages email campaigns & Ads)

## Projects

- Label artist for Woodford Reserve's 2015 Kentucky Derby Bourbon Bottle
- Del Mar Racetrack Commissioned Painting of 2012 Pacific Classic Winner
- Internal newsletter for Tucson Electric Power
- Newsletter for Richmond American Homes

## Honors & Awards

- Best of Show, 2015 "The Horse, of Course!"  
Four Corners Gallery. Tucson, AZ
- Most Innovative, 2012 AAFA Fall Juried Exhibit, Lexington, KY
- Poster Artist, March 1995 4th Avenue Street Fair, Tucson, AZ

## Involvement

- Southern AZ Horse Racing Assoc. Board 2015
- HEART of Tucson Board 2009-2011

## Affiliations

- Institute of Equine Artists Signature Member
- Past Associate Member American Academy of Equine Art

## References and Portfolio

Available upon request

## Relevant Work Experience

### Marketing & Graphic Designer

Tucson Realty & Trust

Aug 2017 - present

Create and update marketing materials, online listings, email campaigns, websites, social media for commercial real estate company. Provide additional back up support to office manager and receptionist.

### Professional Artist

Self

2003 – present

Original and commissioned oil paintings, illustration, galleries and juried art exhibits, e commerce, marketing (web, social media & print), t-shirt & print design, web & logo design and promotion for clients.

### Art Instructor

Michael's Art & Craft Stores

Apr. 2017 - present

Teaches classes on basic drawing and painting.

### Graphic & Web Designer

Greenway Pet Clinic

Aug. 2006 – Aug. 2013

Website Design and Development, promotional signs, brochures, etc. and start Facebook Page

### Graphic Artist (Co-Owner)

In Toon

Mar. 1997 – Aug. 2002

Web design, corporate identity packages (logos, business cards, etc.), Document production, banners and sign design, CD cover & label design, publication design.

### Document Conversion

Misys Healthcare Systems

Dec. 2002 – Sept. 2003

PageMaker to Word document conversion

### Production/Assistant

CARF

Aug. 2002 – Aug. 2003

Development and production of standards manuals, produce certificates of accreditation, redesign of applications for accreditation.

## Work Experience

### Veterinary Receptionist

Greenway Pet Clinic

Oct. 2014 – Mar. 2015

Client education & communication, manage schedule, set appointments, admit/discharge patients, multi-line phones & email. Process medical files, work in Veterinary Management Software, daily bookkeeping.

### Veterinary Technician

Greenway Pet Clinic

Jan. 2005 – July 2011

In charge of controlled drug log and pet food ordering & inventory. Client education & communication, anesthesia monitoring & surgical support, draw blood, run/process lab work, medical record management, medicating & vaccinating patients, routine procedures, in-hospital patient care. radiology, and prescriptions.