

MARY WIERZBICKI

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OBJECTIVE

Seeking position in which I can utilize my diverse skills and experiences.

EXPERIENCE

ASSISTANT SALES REP / STORE MERCHANDISER

Chuck Latham Associates, Inc., Parker, CO, 2018 – Present (Part Time)

Accept monthly assignments and schedule store visits in the Omaha / South-Nebraska area. Complete requests from retailers, manufacturers and distributors of pet specialty products and services. Educate store associates about product benefits. Ensure client products are in-stock and correctly set on the shelf. Conduct in-store promotional events. Enter retail audit results and report issues to District Manager. Participate in online educational training and monthly regional conference calls.

MEDIA COORDINATOR / PHOTO PROCESSOR

NP Dodge Real Estate, Omaha, NE, 2017 – 2019 (Contract)

Edited and processed HDR images of for-sale homes while adhering to company's quality standards. Prepared files for print and online marketing efforts.

ART SPECIALIST / GRAPHIC ARTIST

Oriental Trading - Fun Impressions, Omaha, NE, 2016 – 2017 (Temporary)

Created original designs or made adjustments to existing artwork for custom imprint orders. Ensured artwork was camera-ready and acceptable for production. Received and processed customer orders. Sent purchase orders to internal and external vendors and followed up through delivery. Designed logos and artwork for other divisions of Oriental Trading for external customers and internal projects.

SENIOR MARKETING SPECIALIST

Securities America, Inc., La Vista, NE, 2006 – 2015

Assembled yearly national advertising budget. Worked as liaison between Securities America and industry publications to schedule and deliver creative materials for print and electronic placements. Acted as lead designer and creative director for national advertising campaigns. Gathered information and compiled reports tracking the success of campaigns using Salesforce and Act-On. Assisted financial advisors with branding and marketing materials. Created promotional materials in support of industry events, educational conferences and meetings. Published bi-monthly electronic newsletter distributed to Securities America advisors. Operated as publisher and lead designer of inaugural and consecutive issues of award-winning Connect Magazine – a recruiting tool distributed yearly to 55,000 advisors nationwide.

MARKETING COORDINATOR

Benchmark Homes, Inc., Omaha, NE, 2005 – 2006

Created and deployed weekly email promotions to area Realtors. Developed screen savers and multimedia presentations for neighborhood model homes and offices. Photographed completed homes and incorporated images into sales flyers, print ads and online listings. Aided new-home counselors by creating sales and marketing materials. Worked with agency in development of marketing strategies.

DIRECTOR OF MARKETING

Radio Engineering Industries, Inc., Omaha, NE, 1998 – 2005

Designed and oversaw the production of product literature, catalogs, trade show signage, direct-mail pieces and correspondence items. Maintained company website. Coordinated product photo shoots and edited images for use in print materials and online catalog. Created national trade-publication advertisements and worked with publications to schedule placements and deliver creative materials.

TECHNOLOGIES

DESIGN/OFFICE SOFTWARE:

Adobe Creative Suite • Microsoft Office • WordPress Website Builder • Basic HTML

EDUCATION

ASSOCIATE IN APPLIED SCIENCE WITH HONORS: *Electronic Imaging and Graphics*

Metropolitan Community College – Omaha, NE

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION: *Specialization in Advertising*

University of Nebraska at Omaha – Omaha, NE

VOLUNTEER

ANIMAL WELFARE SPECIALIST / PHOTOGRAPHER

Nebraska Humane Society, Omaha, NE, 2015 – Present

Work weekly with cat adoption team to feed and care for cats in preparation of public visits and adoptions. Photograph adoptable cats and kittens. Edit and upload images to Nebraska Humane Society website.

REFERENCES

Available upon request