

# REBECCA BRANTLEY

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## WORK EXPERIENCE

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### Spoon River Designs & Marketing

May 2023 - Present

*Freelance Web Designer*

*Remote*

- Conducted in-depth client consultations to gather requirements, understand brand identity, and establish project objectives, resulting in a 95% client satisfaction rate.
- Utilized HTML5, CSS3, JavaScript, and other frontend technologies to overhaul the client's site.
- Created an intuitive and interactive user interface, ensuring seamless navigation and optimal user experience.
- Build mockups and wireframes for 5 web pages.

### Abercrombie & Kent

Apr 2017 – Present

*Inventory Specialist*

*Downers Grove, IL*

- Drafted and implemented procedure for weekly inventory report and year over year trend analysis.
- Implemented organization and task system for the team's shared Inventory Specialist inbox to decrease response time by 15%.
- Supported Sales Team to confirm over \$56 million in bookings for 2023
- Completed 90% of the Global Inventory allocation load for upcoming 2023 bookings.
- Coordinate with Destination Management Companies (DMCs) to optimize inventory utilization, resulting in 20% increase in room occupancy and sales.
- Research and analyze seasonal and current booking trends that lead to maximize company profit margins.
- Contributed to new personnel training through shadowing resulting in longevity and success.
- Collaborate with cross-functional teams to optimize inventory levels, resolve discrepancies, and streamline processes, enhancing overall efficiency.

### AIT Worldwide Logistics

June 2015 – April 2017

*Cargo Claims Analyst*

*Itasca, IL*

- Drafted and implemented updated training manual recommendation for claims standard operating procedure (SOP)
- Facilitated both domestic and international claims process
- Approved claims for payment or denial up to \$500

## EDUCATION

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### Joliet Junior College

*Associates of Science, Web Design, Development, and Social Media*

*Joliet, IL*

- 3.75/4.0 GPA

### Loyola University Chicago

*Bachelor of Business Administration, International Business. French Language Minor*

*Chicago, IL*

- 3.2/4.0 GPA French Club, Pep Band

## CERTIFICATIONS, SKILLS & INTERESTS

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- **Certifications:** Web Design, Certificate of Completion (Joliet Junior College), Full Stack Development, Certificate of Completion (Joliet Junior College)
- **Skills:** HTML5, CSS3, JavaScript, Bootstrap, jQuery, Python, PHP, React, Node.js, Data Analytics; Inventory Forecasting; MySQL, VSCode, Google Analytics, Git, Figma, Inkscape, Microsoft Office, Adobe Suite