

# TONY LEE

Address: 399 Maple Street Kearny, NJ 07032 | Phone: (201) 336-2280 |  
Email: [tonylee227@gmail.com](mailto:tonylee227@gmail.com) | Portfolio: <https://tonyleejefferson.carbonmade.com/>

---

## **EDUCATION**

Thomas Jefferson University, Philadelphia, PA  
Bachelor of Science in Web Design expected graduation May 2021 GPA: 3.56

## **EXPERIENCE**

### **Onepager - New York, NY**

May 2019 - Present

*Digital Intern (Remote)*

- Managed the production of company videos for social media advertising.
- Created monthly social media posts utilizing Canva and Hootsuite software to promote Onepager content.

### **Easy Event Planning - New York, NY**

May 2020 - August 2020

*Digital UI/UX Intern (Remote)*

- Managed the production of icons to promote online deals for the company website.
- Collaborated with several students on redesign of the company website

### **University Cafe- Philadelphia, PA**

Sep 2019- Mar 2020

*Barista*

- Responsible for making coffee-based beverages and snacks
- Provided assistance for customer transactions and orders as needed.
- Supported coworkers with cafe maintenance and refilled product inventory.

### **PlanHer Collective - South Bend, IN**

May 2019 - Sep 2019

*Digital Intern (Remote)*

- Designed course certificates and branded guide sheets for Planher Collective.
- Provided website administration in Wordpress by organizing website files and updating blog databases.
- Produced a digital asset library for the team that consisted of digital templates, stock photos, fonts and videos for company use.

### **University Campus Store - Philadelphia, PA**

Sep 2018- May 2019

*Store Clerk*

- Responsible for checking out customer transactions and pickups as needed.
- Provided customer support for product inquiries and orders on the phone.
- Supported coworkers with store maintenance and refilled product inventory.

## **SKILLS**

- Microsoft: Excel, PowerPoint, Word
- Adobe: InDesign, Illustrator, Photoshop, FX
- Website Administration CMS
- Certified to use Google Adwords
- Mac & PC proficient
- Figma
- Wordpress
- Hootsuite software
- Canva software
- Promo software