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| cameron hickman | camerongyen@gmail.com cameronghickman.github.io 858.220.2173 |

### Sales Assistant

*Design Within Reach* | May 2022 – present  
Provide excellent customer experience and facilitate sales.  
Maintain showroom and swatch inventory, assist with visuals and merchandising.

Web Assistant  
*American University CAS Marketing & Communication* | Feb 2020 – Aug 2022  
Edited and published promotional articles and department updates through CommonSpot CMS.  
Designed information and visuals to optimize user experience and accessibility.  
Used Google Data Studio to generate YouTube and web analytics reports to track performance.

### **Graphic Design Intern**

Mayor’s Office on Asian and Pacific Islander Affairs | Jan 2021 – May 2021  
Created graphics to share information and promote cultural events hosted by MOAPIA.  
Developed skills in illustration, motion graphics, and video editing through hands-on experience.

Multimedia Intern  
Investigative Reporting Workshop | Aug 2020 – Dec 2020  
Created graphics for development/donor outreach and to promote virtual events.  
Selected, purchased, and optimized images for use in online publication.  
Published content through a WordPress site.

education  
American University | May 2023  
Bachelor of Arts, Communication Studies, Graphic Design minor  
La Jolla High School | June 2018

other work

Campaign graphics and copyediting Eric Brock: Our New Direction | Aug 2020

### A picture containing fabric, clothing, pattern, wrapping paper Description automatically generatedBrand development and email design *Chevy Chase At Home* | Feb 2020 – May 2020

Art Department/Art Director ATV (AU student television network) | Jan 2019 - Feb 2020  
Photographer/Designer The Eagle (AU student paper) | January 2019–May 2019

skills

Adobe Creative Cloud  
Adobe Photoshop  
Adobe Illustrator  
Adobe InDesign  
Adobe Xd  
Adobe Premiere Pro  
Adobe Lightroom  
Canva  
Figma  
HTML/CSS  
Some Javascript  
Some PHP  
CMS  
WordPress  
YouTube  
Facebook  
Twitter  
Instagram  
Intermediate Spanish  
Writing  
Copyediting  
DSLR Photography  
Microsoft Office  
Google Suite  
Google Data Studio  
Mailchimp  
File Management