


Alexah Fort

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 Lincoln, NE

SKILLS

Adobe Creative Suite

Mobile Media Production

Graphic Design

Deadline Management

AP Style

Team Collaboration

Adaptable Communication

Camera Operation (DSLR)

EXPERIENCE

GRAPHIC DESIGNER, Lincoln, NE

[Dailyer Student Newspaper](#), January 2024–Present

- Develop visuals in Photoshop and Illustrator to accompany written articles.
- Collaborate with writers and other team members to determine design requirements and objectives.
- Complete creative deliverables within established deadline.
- Paste and assemble final layouts in preparation for printing.

MANAGER/SERVER, Lincoln, NE

[HF Crave](#), June 2022–Present

- Mentor and train employees, encouraging confidence and helping individuals adapt faster to job roles.
- Provide support for customers by addressing complaints quickly and efficiently, displaying exceptional customer service skills.
- Demonstrate leadership in managing a team of up to 15 employees, utilizing effective problem-solving techniques.
- Liaise regularly with upper management to ensure alignment of goals and objectives.
- Evaluate employee performance through regular feedback sessions, which improves morale and productivity significantly.

PRODUCTION ASSISTANT, Lincoln, NE

[Student Film "Sew Lucky"](#), November 2023

- Transported and set up production equipment onsite.
- Organized and maintained production paperwork, including the camera log.
- Coordinated communications between various departments to ensure smooth operations throughout the entire production process.
- Drafted, printed and distributed important paperwork to crew members.

FREELANCE REPORTER, Sidney, NE

[News Channel Nebraska](#), May 2020–August 2021

- Arranged and executed interviews via phone, email and in-person.

- Produced multimedia packages including video, audio, text and graphics elements.
- Conceptualized story ideas and wrote, shot and edited news stories for on-air broadcasting.
- Reported on breaking news events in an ethical manner with accuracy.

EDUCATION

BACHELOR OF FINE ARTS IN EMERGING MEDIA ARTS MINOR IN BROADCAST PRODUCTION , Lincoln, NE

University of Nebraska–Lincoln, Expected graduation May 2025

GPA 3.8

Awards & Honors

48-Hour Entrepreneurship Challenge, 3rd Place

Eric Severeid Award, 1st Place for Student
Market Television

Extracurricular Activities

Cinema 16 Film Club

Cornhusker Marching Band