

Josh Renner  
855 W. Homeway Loop, Citrus Springs, FL 34434  
(727) 550-6994  
[jc-renner@lu-tec.com](mailto:jc-renner@lu-tec.com)

---

## GRAPHICS & WEB DESIGNER WITH SALES, ADMIN, AND TECH EXPERIENCE

---

**Objective** TO SERVE others in a meaningful way while forming positive, lasting relationships.  
I desire employment in a supportive environment as a valued member of a team that genuinely cares about the people it serves. I seek a career opportunity where I can grow.

---

**Profile**

- Outgoing, cheerful and friendly personality who thrives in team-oriented work environment
- **20 years of customer service experience** – banking, sales, marketing, tech support, more
- Wide-ranging technical expertise and advanced skills in numerous popular applications like Adobe’s Creative Cloud, MS Excel/Word, as well as hardware and connectivity know-how

---

**Employment History**

*Lutheran Tech, Citrus Springs, FL* 2016 - 2021  
**Graphic Designer, Marketing & Technology Consultant**

- Generated leads via cold calls, advertising, email campaigns, website development, and social media marketing
- Developed websites, logos, advertisements, PowerPoint presentations, and a wide gamut of other graphic design products
- Developed and implemented clients’ social media marketing strategies, including page likes and user engagement

*Hope Lutheran Church, West Palm Beach, FL* 2014 - 2016  
**Graphic Designer, Front Desk, Office Manager**

- First point of contact for all communication, both internal and external
- Eagerly provided clerical support and facilitated collaboration between twelve volunteer team leaders, staff and board of directors
- Researched, ordered and maintained inventory of all supplies and technology
- Created and integrated digital filing processes into existing procedures: scanning bills and documents with digital distribution across organization

*Premier Award Marketing, Oldsmar, FL* 2013 - 2014  
**Website and Graphics Designer**

- Turned around an upside-down design department with 70+ past-due accounts into a sales-generating and testimonial-giving client base
- Collaborated with small businesses from every industry and up-sold products to increase their income – designing websites, logos, and email campaigns
- Constructed a half-dozen spreadsheets to intelligently manage clients’ numerous projects, vastly increasing productivity and capabilities

*Sun Key Publications, Seminole, FL* 2004 - 2007  
**Office Administrator, Advertising Sales**

- Never failed to meet daily and monthly appt. setting and sales goals
- Expertly managed small office with reception, phone answering, office supplies, message delivery, customer follow-up, and tech support

---

**Education**

*St. Petersburg College, St. Petersburg, FL* 2008-2013  
**Digital Media – Digital Arts** *Degree Incomplete*

*Martin Luther College, New Ulm, MN* 2014-2016  
**Staff Ministry Certification**

---