

Katie Daeke

Leasing Agent | Character Designer & Storyboard Artist

Wake Forest, NC 27587
(919) 414-7740
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EXPERIENCE

Leasing Agent with Southwood Realty

APRIL 2021 - PRESENT

- Implemented a paperless filing system and ensured all documents were saved to the corresponding resident profiles.
- Effectively provided prospective renters and residents eligible for a renewed lease with the necessary information, which brought the property up to 100% occupancy.
- Designed flyers/social media posts for community events, proofread email blasts, and corrected the grammatical and spelling errors.

Freelance Artist on various projects,

FEBRUARY 2021 - NOVEMBER 2021

- Short-term freelance work creating storyboards and rough animation for the pilot episode of a web-based cartoon, *Cirque Du Monstro*.
- Commission based illustration work effectively managing multiple projects and maintaining the 1-2 week deadline promised to my clients.

Village Deli & Grill, Wake Forest NC — Waitstaff

AUGUST 2019 - APRIL 2021

- Customer service, food handling.

EDUCATION

East Carolina University, Greenville NC— B.F.A in Animation and Interactive Design

AUGUST 2015 - MAY 2019

Bachelor's degree of Fine Art concentrating in Animation and Interactive Design completed Magna Cum Laude

SKILLS

Proficient in Adobe Creative Suite - Strong competence in Adobe Photoshop, After Effects, and Premiere Pro

Other Proficiencies - Autodesk Maya, Storyboard Pro, Unity Engine, Canva, Microsoft Office, Microsoft Outlook, MRI Leasing Software, Knock, HappyCo, and DocuSign