

# ALAN KELLY

## PROFILE

Independent, original, analytical, and determined. Have an exceptional ability to turn theories into solid plans of action. Driven to derive meaning from my visions. Long-range thinker. Very high standards for my performance, and the performance of others. Natural leader. Highly creative.

## EXPERIENCE

### OWNER

Kelly Creative Marketing - JUN/2004-PRESENT

Small business social media/marketing manager.  
Freelance graphic designer/photographer (proficient in Adobe Suite).  
Brand design, custom designed websites, web development, identity logo design, business stationary, print and digital marketing materials, PDF's, catalogs, brochures (online and print), advertising design, social media. Photography-events/headshots/touch-ups

[www.kellycreativemarketing.com](http://www.kellycreativemarketing.com) 

### GENERAL MANAGER

VILLAGE HARDWARE - JAN/1999-DEC/2014

Directly coordinated and controlled daily operations.  
Identify employee training needs.  
Establish and adjust duty schedules.  
Counsels employees on performance and conduct  
Completes formal performance appraisals on employees  
Implemented computerized inventory organization system  
Developed and maintained the company website and social media applications  
Manage Garden Store product purchasing  
Review vendor receiving documents and note discrepancies  
Review and create reports on contractor performance  
Plan displays of items and build product displays  
Assure pricing of all items are in compliance with regulations  
Respond to customer inquiries and complaints and resolve all issues.

## CONTACT



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[www.linkedin.com/in/alankelly85](http://www.linkedin.com/in/alankelly85)



[www.facebook.com/alan.kelly.7169](http://www.facebook.com/alan.kelly.7169)

## LICENSED REALTOR

the Yellow Door Team - JUN/2015-PRESENT

REALTOR for a top producing team in Virginia (top 2%)  
Creates custom marketing pieces for team  
Interior real estate photographer  
Provides superior customer service to buyers and sellers.



[www.alankellyrealtor.com](http://www.alankellyrealtor.com)

## Co-FOUNDER

PAN CANTEEN - FEB/2015-PRESENT

Baltimore food truck and restaurant that sells hand-made, cooked on the spot "cone wraps".  
Social media/marketing manager.  
Develops custom marketing pieces, maintains company website.



[www.pancanteen.com](http://www.pancanteen.com)

## SKILLS

Customer Service ★★★★★  
Product Marketing ★★★★★  
Operations Management ★★★★★  
Time Management ★★★★★  
Troubleshooting ★★★★★  
Merchandising ★★★★★  
Teamwork ★★★★★  
Adobe Illustrator ★★★★★  
Adobe Photoshop ★★★★★  
Adobe Lightroom ★★★★★