



✉️ allison@kawecki.net
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ABOUT

Enthusiastic and results-driven professional with a passion for digital marketing and strategic communications. I am eager to bring my creative skills and leadership abilities to a dynamic and collaborative work environment.

SKILLS

- Adobe Creative Suite
- Brand Management
- Communication
- Content Creation
- Customer Service
- Problem-Solving
- Project Management Tools
 - Asana
 - Monday
- Trend & Data Analysis
- Social Media Content Creation

EXPERIENCE

COMMUNICATIONS PROJECT MANAGER

Tallgrass Energy
Dec 2024 - Oct 2025

- Led creative direction and editing for TV commercials, managed social media campaigns, and executed digital and traditional marketing initiatives.
- Coordinated company-wide initiatives, sponsorship advertisements, and managed the company store.
- Utilized Asana and Monday to manage multiple projects, ensuring timely delivery of polished, results-driven content.

FREELANCE PROJECTS

Graphic Designer - Topeka Music Vacations April 2024

- Collaborated with the marketing team to create feather banners that enhanced the brand's visual identity and promoted its events.

Finance Assistant - DZS Feb-Aug 2024

- Supported a restatement project, ensuring accuracy in reporting and data analysis for compliance and clarity in financial statements.

EDUCATION

B.A. OF ADVERTISING

Texas Tech University

May 2023

GPA 3.85 | Magna Cum Laude

COMMUNICATIONS AND MEDIA RELATIONS INTERN

Cheniere

June-Aug 2022

- Supported creative production and content coordination across video, photo, and social media projects
- Directed and edited promotional and recruitment videos, managed visual assets, and ensured alignment with brand and campaign guidelines.