

KENNEDI MALONE

DENTON, TX 76205 | P: 469-315-1659 | kennedimalone@yahoo.com
[LinkedIn](#) | [Website](#)

EDUCATION

NORTHWESTERN STATE UNIVERSITY OF LOUISIANA

Master of Art: Art

Natchitoches, LA
Expected May 2025

UNIVERSITY OF NORTH TEXAS

Studio Art: New Media Art, Minor in Art History
Graduated with a 3.4 overall GPA.

Denton, TX
Aug 2018 - Dec 2022

WORK EXPERIENCE

FOUNDEVER

Intuit QuickBooks Online Payroll Specialist

Denton, TX
Apr 2023 – Present

- Answered telephone inquiries from business owners concerning payroll.
- Researched payroll errors and processed payments for federal and state taxes, social security, Medicare, and various employee deductions, annuity contributions, and retirement plan withholdings.
- Performed a solid understanding of accounting fundamentals and payroll best practices.

KENNEDI MALONE PHOTOGRAPHY

Freelance Photographer

Dallas, TX
May 2017 – Present

- Managed all aspects of customer acquisition, retention, billing, and accounting for a one-person photography company.
- Developed portfolio website with accessibility and compatibility for different browsers.
- Performed color correction and photo manipulation via Adobe Photoshop and Light Room.

FOUNDEVER

Temporary Intuit TurboTax Customer Support Specialist

Denton, TX
Mar 2023 – Apr 2023

- Supported Intuit TurboTax customers with various technical-based questions with a clear and positive interaction via chat and email.
- Performed strong attention to detail, ability to manage multiple tasks, prioritize and manage numerous client engagements.

UNIVERSITY OF NORTH TEXAS

Student Photographer

Denton, TX
Jul 2021 – Dec 2022

- Completed photo and video projects for the DSA and its 30+ departments and special initiatives.
- Assisted with the management of presence on varying social media platforms.
- Completed advanced knowledge with the use of Adobe Creative Suite.

PUBLICATIONS

MEET KENNEDI MALONE

Jan 2023

- <https://tinyurl.com/y9jyt2c4>

MEET KENNEDI MALONE | PHOTOGRAPHER

Jan 2020

- <https://tinyurl.com/5xywnh55>

ADDITIONAL

Skills: Adaptability, Customer Service, Communication Skills, Leadership Skills, Graphic Design, Photo Editing, Visual Design, Video Editing, Digital Photography, Web Design, Interactive Design/Mixed Media, 2D & 3D Animation, Sound Art, Installation, Adobe Creative Suite, Adobe Photoshop, Adobe Lightroom

Additional Skills: Data Entry, Marketing and Sales, Troubleshooting, Microsoft Teams/Excel/Outlook

Certifications & Training: Social Media Marketing - Bootstrapping with Fundamentals, Alison