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Summary

Highly motivated and versatile professional with experience in customer service, education, and childcare, complemented by a strong background in creative arts. Adept at fostering positive relationships, managing diverse responsibilities, and ensuring high levels of satisfaction. Seeking opportunities to leverage a unique blend of practical skills and artistic expertise.

Experience

Utility Trailer Manufacturer — Customer Service Representative *Summers 2018-2023*

- Assisted customers with inquiries, orders, and product information, ensuring high levels of customer satisfaction.
- Managed incoming calls and correspondence, effectively resolving issues and escalating complex problems when necessary.
- Maintained accurate customer records and order details using AS400 software.

ArtCenter College of Design — Gallery Assistant (Part-Time), Customer Service Representative and Greeter *September 2023-2025*

- Assisted with event setup and coordination, contributing to successful gallery events.
- Managed front desk operations, including answering phones and directing inquiries.
- Provided welcoming and informative assistance to gallery visitors, enhancing their experience.

ArtCenter College of Design — Art Teacher (Part-Time), Elementary Level *September 2023-2025*

- Developed and delivered engaging art lessons tailored to elementary-level students.
- Fostered creativity and artistic expression in young learners through diverse art mediums and techniques.
- Managed classroom activities, ensuring a safe and encouraging learning environment.
- Provided constructive feedback and support to students, promoting skill development.

Various Families — Child Care Provider (Part-Time) *2014-2025*

- Provided comprehensive care including cooking and cleaning for children ranging from infancy (2 months and up) to various ages.
- Organized and supervised educational and recreational activities appropriate for different age groups.
- Ensured the safety and well-being of children at all times.
- Communicated effectively with parents regarding daily activities and child development.

Skills

- **Software:** AS400
- **Creative:** Tattooing, Sewing, Contract Painting, Contract Tattoo Artistry
- **Administrative:** Event Planning, Call Transferring, Customer Service, Record Keeping
- **Interpersonal:** Child Care, Client Relations, Communication, Problem Solving

Education

ArtCenter College of Design, Pasadena, CA *BFA and Business Minor Candidate September 2022-2025*

Tattoo Apprenticeship, Pasadena, CA *September 2022-2025*

Flintridge Preparatory High School *High School Diploma September 2015 - May 2020*

Projects

Contract Painter *By Commission (2019-2025)*

Contract Tattoo Artist *Starting July 2025*

Languages

- English (Fluent)
- Spanish (Fluent)