



STATEMENT OF PURPOSE

To become an impactful and inspiring member of the university's graduate student-teacher body. A leadership and service opportunity that would pull from my natural creative expertise, energy and drive; Coupled with well-developed managerial skills in Customer Relations, Team Building and Facility Operations gained since moving to New York.

EXPERIENCE

DESIGN & PRINT PRODUCTION SPECIALIST | ACS Printing | Albany, NY

August 2016-Present

An infectiously enthusiastic leader, currently serving as ACS Printing's premier Client & Customer Service Representative. A linchpin self-motivated employee, producing the creative workflow and directing the print production from conception to shipment & delivery for all printed materials and coordination between our organization and other Union/Trade/Commercial Printers.

- Union Member GCC/IBT - ALA Local One-L, 2 years experience as SHOP STEWARD.
- Manage multiple printing projects simultaneously ensuring quality standards and delivery schedules are met with minimum or no cost over runs.
- Responsible for project tracking via internal proprietary database (EFI PrintSmith Vision), Purchase Orders, Creating Estimates, Closing Invoices and Delivery Tracking.
- Dedicated Manager with a strong work ethic and the ability to build lasting client relationships.
- Managed and Designed nearly all printing projects including brochures, newsletters, stationary and posters; and oversaw publications inventory and new archiving processes.
- Regularly operates multiple digital presses and Fiery servers, programmable cutters, and an array of finishing machines and procedures.

STORE MANAGER | Little Cupcake Bakeshop | SoHo, Manhattan NY

May 2015/December 2015

Managed Bakery from "B" food safety rating by NY Health Department to an "A". Promoted from Porter to Store Manager in less than 3 months. Received distinguished "Artist of Taste" award from Illy Cafe Master Barista.

- Created an extraordinary dine-in and take-out experience.
- Maintained safe and responsible operation of the restaurant through achieving high standards.
- Oversaw the serving of safe and delicious food.
- Took ownership of the facility and the equipment, its maintenance & proper use.
- Particular focus on Preparing, Ordering, and Maintaining Inventory of all Food & Supplies.
- Lead shifts and the entire team in day to day operations of the store.

SERVICE MANAGER | Chipotle Mexican Grill | Fashion Avenue, Manhattan NY

November 2014/April 2015

Held a key role in managing two restaurants that brought in over \$4.5 million in gross revenue annually. Prepared Bi-Weekly Schedules for staff, Logistically managed Profit & Loss, and performed cash and operations audits monthly. Trained in Recruiting, interviewing and hiring people with the "13 Characteristics" of the Chipotle brand.

- Had a clear knowledge and understanding for all "Front of House" responsibilities and procedures.
- Lead through empowering my coworkers and made those around me better.
- Executed and ensured great cash handling.

- Grew sales through proven marketing strategies.
- Delivered great throughput by achieving proper deployment of team.

KITCHEN MANAGER | Chipotle Mexican Grill | Gramercy Park, Manhattan NY

Spring 2014/November 2014

Food Safety Certified by the New York Department of Health & Hygiene. Trained and set new hires up for success with excellent orientations and clear training plans. Became Kitchen Manager after only 4 months of being hired by achieving high standards.

- Lead the Back of House and prepared crew members for their own growth and understanding of the restaurants vision.
- Took ownership of the facility and the equipment, its maintenance & proper use.
- Particular focus on Preparing, Ordering, and Maintaining Inventory of all Food & Supplies.
- Sustainably Identified and Developed future leaders who were empowered to be "Top Performers".

POLITICAL CANVASSER: WORKING FAMILIES PARTY | Antonio Reynoso for City Council & Jason Ontono for New York State Assembly | Bushwick Brooklyn, NY

Summer/Winter 2013

As the critical link between the candidate and the voters; I am single-handedly creating change in the community by enlightening voters about the issues important to the candidate. Representing the candidate in a professional and energetic way.

- Delivered the candidate's message coherently and confidently every time in a larger effort to educate, assess and incite every voter I meet.
- Gather the essential data needed to make informed decisions critical to going forward on the campaign trail.
- As the most effective form of voter outreach; my canvassing is the most powerful form of democracy in action.

EDUCATION

COLLEGE OF ART & DESIGN @ NORTH CAROLINA STATE UNIVERSITY | Raleigh, NC

Bachelors of Art & Design : May 2011

Designed, Fabricated & Erected a permanent hanging mobile sculpture for the SAS Math & Statistics Building.

- STRONG background in BIOLOGICAL SCIENCES & AFRICANA STUDIES
- Resident Advisor (RA) for Sullivan Hall, Scholars Dorm my Sophomore Year.

PINELLAS COUNTY CENTER FOR THE ARTS @ GIBBS HIGH SCHOOL | ST. PETERSBURG, FL

High School Diploma : August 2004

- Summa Cum Laude, National Honor Society, Lettered in Varsity Football and Track Field. Thello Award recipient. Gospel Choir, Thespian Society Inductee, AP courses: Biology, Art History, 2-D Art, 3-D Art& World History.

SKILLS

- Adobe InDesign CS6
- Adobe Photoshop CS6
- Adobe Illustrator CS6
- Draftsman (Traditional & Digital)
- Printmaking (Fine Art & Commercial)
- Photography (Film & Digital)
- Graphic Design
- Arts Education
- Offset Press Operator (Ab-Dick 9995)
- Digital Press Operator (Xerox C75, C700, D110)
- Automatic & Manual 8-Station Screen Press
- Challenge Titan 296 Hydraulic Paper Cutter
- GraphicWizard Crease Master Plus-TS
- Duplo Perfect Book Binder Model DB-280
- Duplo Docu Cutter 545
- Ricoh Plockmatic 350