

Firstname Lastname

WILLING TO RELOCATE

(000) 000-000
EMAIL@EMAIL.COM
linkedin.com/in/<username>
Artist website here
Games website here
Github website here

SKILLS & TOOLS

- Spanish, English
- Highly Organized
- Technical
- Strategic Thinker
- Autodidactic
- Problem-Solver
- Creative Designer
- Detail-oriented
- Motivated, Optimistic
- Windows and Mac
- Android and iOS
- MS Office Suite
- Google Suite
- C#/HTML/CSS/JS
- Adobe Creative Cloud
- Software Development
- Unity Game Engine
- Maya
- Trello
- Slack
- Sketch

EMPLOYMENT

Crunch Fitness, New York, NY— Front Desk Manager on Duty

FEBRUARY 2017 - PRESENT

- Maintain an upbeat, clean, and organized atmosphere, greet and direct members, guests, and staff. Sell retail. Process and maintain member paperwork and finances. Data management, word processing, and record keeping. Multitasking, aiding in manager duties.
- Provide technical support by troubleshooting technical problems successfully and demonstrating proficient knowledge of current operating systems and applications.
- Ensure high-level customer satisfaction in-club and through phone support.

Student Financial Services Office, Parsons School of Design, The New School, New York, NY— Office Assistant

OCTOBER 2015 - SEPTEMBER 2016

- Created and maintained student financial records and documents.
- Basic data processing and data-entry management. Updated Financial Services database frequently as necessary.
- Coordinated with other departments and staff members. Assisted and directed students to appropriate Student Financial Services areas.

LEADERSHIP

BabyCastles Games Expo, New York, NY

May 2017 & DECEMBER 2017

Showcased solo-developed video games, including Swole Runner Beta, at a video game gallery for emerging artists focusing on innovative, expressive, and interactive experiences.

Tutoring, New York, NY

Worked on privately tutoring high school students in general liberal arts subjects and also university students during their game design courses.

Soproviv NY, New York, NY

Aid in funding for the enhancement of poor villages in the Dominican Republic by working closely in the development of events.

Children and Youth Finance International, New York, NY

Proposed at the United Nations that youth should be financially included in the bank system to promote their sustainable growth in the success of their future.

EDUCATION

Parsons School of Design, The New School, New York, NY, US — Bachelor of Fine Arts: Design & Technology

AUGUST 2015 - MAY 2019