

JESSICA DORLAC

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EDUCATION

05/2016 B.A. in FINE ART (Honors: Summa Cum Laude)-California State University Northridge, CA
05/2012 A.A in ART – Los Angeles Pierce College - Woodland Hills, CA

AWARDS

2014 - 2016 DEAN'S LIST – California State University Northridge, CA
2011 - 2012 DEAN'S LIST – Los Angeles Pierce College - Woodland Hills, CA

EXPERIENCE

04/2003-present ONLINE RETAILER - Part time • created and manages online eBay store • solely responsible for: inventory acquisition • market research • auctions • advertising/photography • quality assurance • shipping • customer service

05/2015 – 09/2015 INTERNSHIP - Part time • 2nd grade teacher assistant at Carlos Santana Elementary • created and implemented Lesson plans to a class of 30 students

09/2010 - 01/2014 OFFICE ASSISTANT - part time • Native Amazon Productions - answered phones • typed and printed documents • shipped orders • assisted with photography, editing, and graphic design

01/2006 – 01/2013 FREELANCE CHILD CARE SERVICES - Part time • supervised and assisted children age 6 months to 13 years in their daily hygiene, activities, nutrition, education, and art activities

03/2002-1/ 2003 IN-STORE MARKETING TEAM MEMBER - Full time • Sears Department Store - designed, printed and set up promotional displays and signs • assisted customers • kept inventory records • restocked the sales floor

SKILLS

ARTISTIC: Oils, Acrylics, Watercolors, Printmaking, Charcoal, Sculpture, Ceramics, Art History

COMPUTER: MS Power Point, Word, Photoshop, Illustrator, In Design, PC, typing: 65 WPM

VOLUNTEER WORK

2007 - 2012 "Marilyn's Toy Drive", Simi Valley, CA – created and passed out fliers • collected toys

GROUP ART EXHIBITIONS

2016 "First Annual Shop Show and Sale", West Gallery, CSU Northridge, CA

2015 "Annual Juried Student Art Exhibition", Main Gallery, CSU Northridge, CA

2013 "Students Paint in Boxes", Canoga Park Youth Art Center, CA

2012 "Annual Student Art Exhibition", Main Gallery, L.A. Pierce College, Woodland Hills, CA

REFERENCES Available upon request