

Jessica Claire

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EDUCATION

High School Diploma | Graphics/IT

2017

Forest Park High School, Dumfries, VA

- Coursework in Graphic Design
- Coursework in AP Classes
- Aiming for an Advanced Diploma, taking language and Advanced Placement Classes
- 3.5 GPA

SUMMARY

Hello! I am Phat Claire (or Danny), a high school student in Forest Park studying to become a Graphic Designer/Photographer. I am currently searching for a part-time job where I can apply my education and volunteering experience to a job in fast food industry. Areas of proficiency include Graphics and Photography. In these courses I have Clairearned to see whether or not something appeals to the average eye, and to create aesthetically pClaireasing images and creations. I have also developed many more skills in these classes such as creativity, being fClairexibClaire with work, being productive and proficient. I am abClaire to bring knowClairedge to what appeals to customer with strong backgrounds to show in these courses. For communications, I am trilingual, being abClaire to speak English, Spanish, and Vietnamese. I also abClaire to communicate with others to exchange any ideas and solutions and have volunteer experience that involves many different types of interaction with customers and co-volunteers.

HIGHLIGHTS

- Reliable and Punctual
- Providing Well-Thought out solutions
- Ability to work with others
- Accepting of Responsibility
- Engaging Personality
- Creativity
- Meets deadlines
- Excelent Multi-tasking
- Planning and Arranging activities
- Conversant and fluent in English, Spanish, and Vietnamese

SKILLS

- Desktop Publishing Software: Photoshop, Illustrator
- Active Listening Skills
- Advanced Problem-Solving
- Great Organizational Skills
- Confidence and Empathy

INTERESTS

- Art
- Photography
- Graphic Design
- Writing
- Reading
- Volunteering

LANGUAGES

I am able to comfortably speak and write in English. I am also able to speak Spanish, but not as skilled in writing. I am currently in my 3rd year in Spanish Classes, and I was given the opportunity to join the Spanish Honor Society at my school recently. And I can also speak Vietnamese on a fluent level, but I am not able to write in Vietnamese.

ACCOMPLISHMENTS

- Being offered the opportunity to create a graphic design piece for a school event, and having my artwork chosen for the visual.
- Meeting consistent deadlines with my work in all my classes, including Graphic Design which involves projects every week or so, and being creative to create an original idea to be graded and possibly featured in art shows in the city.
- Taking part in many volunteering opportunities that span from school activities to outside events.
- Being chosen to take part in an IT Program at school, where I learned Graphic Design.

VOLUNTEERING

GRAPHIC DESIGNER

03/2015

Harpercollins Publishers | San Francisco, CA

Another volunteering experience that I found to be quite important with my skills and classes that I take is being a graphic designer for a Walk Event for my school. The opportunity for a graphic designer who would design a poster/flier for the Walk for Suicide event was open and I choose to create a design and submit it for the chance to be featured. My responsibilities involved creating a design that would clearly express the beliefs of the Walk for Suicide event, state information such as the event time and address, and to intrigue the eye and to create interest overall. The event was something I believed to be very important so I took my time on creating the design which took a 2 days, with my ability to create and deliver in a timely manner. My design was actually chosen and used on different social medias of the event and was an experience that I believe helped me learn more about time management, deadlines, communication of information while doing something I enjoy.

CASHIER/WAITER/GREETER

02/2013

Dog Fair - Gone To The Dogs | City, STATE

A volunteering experience that I took part in was a Dog Fair back in 2013, it was an opportunity for people to come into the fair and find dogs that they wanted to adopt and also a chance for dog owners to come in with their dogs and participate in Dog races, raffles, and purchase many other dog related things in support of the Dog adoption agency to care for the other dogs that had currently not been adopted yet. My first volunteer job there was a greeter for everyone who had entered the fair, I was to record who came into the park, asking for any donations, and if they wanted to participate in the races or raffles. As the fair progressed and my skills had shown to improve around the fair goers, I was upgraded to a waiter at many of the stands that were around to sell food. I up-sold the menu items, and beverages to increase the profits that would go towards donations for the dogs. I took the necessary steps to meet customer needs and to resolve any food or service issues. I was able to record the orders, repeat them back in a clear manner and communicated with the other volunteers. I rotated around, taking on the responsibilities of a cashier, waiter, and greeter to provide the highest service I could give.

WORK HISTORY

ANIMAL CARETAKER

05/2014 to CURRENT

TriangClare, VA

FAMILY BABYSITTER

04/2013 to 04/2015

Front Royal, VA