

# ROBERT SMITH

## Freelance Artist I

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Self motivated professional offering experience with both clerical duties and computers, combined with extensive skills in relevant artistic disciplines. Accurate and detail oriented, with a strong work ethic and capability of working closely with customers, vendors and management alike.

### AUGUST 2011 - 2019

#### FREELANCE ARTIST I - SELF EMPLOYED

- Successfully promoted and communicated with potential clients.
- Maintained daily appointments in relation to open availability and second job schedule.
- Kept excellent records of receipts, budgets, and personal expenses.
- Consistently set and exceeded personal income goals.
- Provided excellent customer service and a great attitude with clients.
- Maintained a professional appearance and work area.
- Continually provided excellent customer service and meeting client needs.

### 2009 - 2011

#### FREELANCE ARTIST - SELF EMPLOYED

- People contact me about an art piece they want or a portrait they would like done.
- Also attend art fairs and community festivals to sell my work.
- During my time as a freelance artist I have grown as an artist and strengthened my design sense.
- Have done many portraits for people and continue to work towards my goal to be a full time artist.
- Skills Used My creative and artistic skills are a unique talent and passion that I have.
- I'm a conceptual thinker and have a strong sense for design and design strategies.
- Other skills demonstrated in this field are time management, good communication, and problem solving..

## EDUCATION

Medical Assistant Certificate in Medical Assisting - 2010(Charter College - Pasco, WA)

## **SKILLS**

Mac OS X, Windows, Microsoft office, typing, animal.