

## **Tour/Work Experience**

**Windsor Drive – Tour Manager/Merchandise Manager** **September 2009 – Present**

- 300 – 1200 cap venues
- Guarantee settlements
- Day-to-day artist time management
- Daily merchandise inventory (count in, count out)
- Compiling tour itineraries and day sheets for entire tour package
- Maintaining band finances and tour summaries

**Cady Groves (RCA Records) – Tour Manager** **June 2010 - Present**

- 300 – 700 cap venues
- Guarantee settlements
- Day-to-day artist time management
- Press arrangements
- Compiling tour itineraries and day sheets
- Maintaining band finances and tour summaries

**Club Loaded Inc. – Stagehand/Hospitality/Promotion** **March 2009 – Present**

- Load in and out equipment
- Count in all headlining artists
- Backline equipment
- Runner for hospitality riders
- Overseeing all online promotion (Facebook, Twitter etc.)

**The Bamboozle Roadshow – VIP Coordinator/Prod. Assistant** **May 2010 – Present**

- Overseeing entire VIP area daily
- Acoustic FOH within VIP
- Coordinating with artists for meet & greets, acoustic sets and signings
- Artist appearance scheduling
- Daily vendor and merchandise placement and organization

**The Bamboozle – Marketing Asst./Artist Check-In** **January 2010 – Present**

- Distributing artist credentials and schedules
- Artist liaison between check-in and stages
- Maintaining online promotion (Facebook, Twitter etc.)
- Counting in artists' merchandise alongside festival merchandisers

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## Education

**Glen Cove High School** – Glen Cove, NY

Regents Diploma: 3.6 GPA with Advanced Placement Credit

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## Various Skills

**Computer** – Mac & PC OS experience, Excel (template/spreadsheets), Word, Powerpoint, Quickbooks

**Music** – General artist management, merchandise settlement, merchandise inventory, selling in high volume large capacity venues (Warped Tour, The Bamboozle, The Bamboozle Roadshow, Taste of Chaos, Skatefest, Cornerstone)

References available upon request

## Links

**Cady Groves** – [www.myspace.com/cadygroves](http://www.myspace.com/cadygroves)

**Windsor Drive** – [www.windsordrivemusic.com](http://www.windsordrivemusic.com)

**Club Loaded** – [www.clubloaded.com](http://www.clubloaded.com)

**The Bamboozle** – [www.thebamboozle.com](http://www.thebamboozle.com)