



KEVIN ADAMSKI

Sacramento, CA 95833

Kevadamski@gmail.com

805-459-7726

- Strong leadership and communication skills from leading teams through theatrical rehearsal and design processes
- Confident skills with: Microsoft Word, Excel and Access, Adobe Photoshop, Adobe InDesign, Photography, Mailchimp, and Bookeo.
- Excellent writer and editor
- Fast and enthusiastic in learning new skills and concepts.

WORK EXPERIENCE

Tasting Room Associate

Heringer Estates Winery

2018 to Present

- Provided a welcoming and knowledgeable tasting room experience for patrons
- Processing, packing, and mailing long distance orders
- Helped maintain a clean and organized tasting room

Co-Founder

Aviki Games

2017 to Present

- Designed, built, and ran portable escape game experiences
- Engaged with patrons in at various events
- Graphic, web, and copy design

Marketing Director

Big Idea Theatre - Sacramento, CA

November 2015 to August 2018

- Responsible for weekly mass mailer
- Press Contact
- Website maintenance and design
- Stage manager and director responsibilities organizing and leading actors and designers through rehearsal process

Puzzle Master

Escape Sacramento - Sacramento, CA

October 2015 to August 2017

- Designed and painted front lobby area
- Provided professional and amicable customer service experience
- Observed teams play game, administering hints and enforcing rules
- Planned and designed puzzles for new escape games
- Sent weekly retention mass mailer to recent players

Data Entry and Legal Research

The Wagstaffe Group

April 2014 to April 2015

- Compiled local rules of various district courts and judges into accessible databases
- Helped create FAQs on the process of drafting and filing motions in all four California Federal District Courts
- Utilized WestLawNext to update legal research findings and perform citation checks

Directing and Marketing Apprentice

Capital Stage

August 2013 to August 2014

- Coordinated auditions through phone and email. Managed operations on day of 2014 auditions.
- Crafted stage management documents in Word and Excel
- Wrote and designed press releases
- Participated in weekly marketing meetings
- Graphic design and photography for media publications
- Front of house usher position working with patrons

File Clerk

Adamski Moroski Madden Cumberland & Green LLP

June 2012 to August 2012

- Organized 25 years of mismatched client files and created accessible Excel database

EDUCATION

B.A Degrees in Dramatic Art and Communication in Art

University of California - Davis, CA

2013

CERTIFICATIONS AND LICENSES

Driver's License