**Professional Profile**

* Publishing, Licensing, Royalty Recovery, Artist Development
* Inn Keeper

• Proprietor & Manager

• Estate Management

• Personal Assistant

• Property Caretaker

• Bookings, Management & Promotion for performing and visual artists

• Entertainment

• Events Coordinator

• Concierge

• Displays and designer

• Health and Fitness

• Construction

* Organic Farming, Gardening & Grounds Keeper

• Catering & Wedding Consultant

• Art Curator

• Project Development, Special Events

• Writer

• Social Networking & Promotion

• Fundraising

• Customer Service & relations

• Sales, Marketing

• Online site development

• Instructor

• Pet Sitting

* Sponsorship

**Professional Accomplishments**

• Worked in conjunction with the Mayor of Princeton, NJ to develop and implement the

           inaugural Earth Day Events for the town & campus

• Led Development, Outreach and Programming for International Cultural Center, acting

           as liaison with the Government Ministries (including executive branch) of St.

           Vincent, West Indies and US based International Corporations

• Awarded Land Grant for International Cultural Exchange Program from Prime Minister

           of St. Vincent, West Indies

• Award of Recognition from the Paul Butterfield Fund and Society

• Letter of Business Appreciation from the Wakulla County Sheriff’s Department

• People’s Choice, Business Excellence and Chamber of Commerce Award for

          establishment of the music and art venue and café-The Frog and The

          Hummingbird Co. & Butterfield’s Roadhouse

• Blues Hall Of Fame Ambassador

* Endorsed by Counsel General of SVG Permanent Mission

**Served as a Board member for the following organizations:**

• Mechanic St. Merchant Association. New Hope, PA (Secretary, Development & Special Events)

• Paul Butterfield Fund & Society (Executive Director/Vice-President)

• Rising Sun Performance Company (Advisory Member)

• Boys & Girls Club of Key West, Key West, FL (Secretary, Development & Special Events)

**Work Experiences:**

**Founder**

Caribbean Nights Series (Development of a new forum enabling Caribbean Voices &

music to be heard

Kraine Theater

NYC

**Artistic Development, Event Producer, Management, Bookings & Promotion**

Salli Squitieri's Productions

NYC/International

**Staff Member, Licensing, Publishing, Sponsorship, Special Events**

Tarakon Records

NYC/Miami

**Staff Member, Sponsorship, Music Events, Administration**

Horsetrade Productions (The Kraine Theatre & Under St Marks Theater)

NYC NY

**Special Events, Sponsorship, Promotion**

Rising Sun Performance Co

NYC NY

**Artist Development, Event Producer, Management, Booking and Promotion**

Curtis C, Panchan, Hymm Legendary, Maddzart, Becket, Kevin Lyttle etc.

NYC/Caribbean

**Assistant & Sales Marketing Associate**

New York Grow/Green Market/ Wood Homestead Maple Syrup Farm

NYC NY

**Pet Sitter/House Sitter**

LIC Dog Walking & Playgroup LLC

Queens NY

**"Tasker"**

TaskRabbit

NYC NY

**House Manager**

FRIGID FESTIVAL NY/HORSETRADE PRODUCTIONS

NYC New York

**Assistant Inn Keeper, Special Events, & Grounds Keeper**

Daffodale Estate Bed & Breakfast

Monticello Florida

**Proprietor & Manager, Event Coordinator, Sales, Catering**

The Frog and the Hummingbird Café & Butterfield’s Roadhouse

Sopchoppy Florida

**Co-founder & Executive Director**

The Paul Butterfield Fund and Society

Florida/New York

**Management, Royalty Recovery**

Paul Butterfield Estate

New York/Florida

**Estate & Property Manager**

Head of Operations, Security, Interior Designer, Personal Assistant,

      Art Curator, etc.

Lee Mills Estate

Ohayo Mountain, Woodstock, NY

**Organic Farming, Customer Service, Home Care & Grounds Keeper**

Green Meadows Organic Farms

Monticello Florida

**Pet Sitter (In Client Home)**

Multiple Private Clients

North West, Florida

**Project Coordinator & Advertising Sales Rep**

Fine Arts Magazine

Long Island, NY Key West, FL

**Estate Manager/Property Manager**

Lee Burs Estate

Princeton NJ

**Proprietor and Manager**

The Calabash Gallery, Cultural Center and Caribbean Market Place

New Hope PA

**Proprietor and Manager**

Heaven Sent Home Care

Woodstock NY

**Other Related Work Experience:**

Albany Bridge Co., Alternative Creations Construction Co., Scrumpy Cider Mill, Key West Art Coop, The Key West News paper, Women’s Newspaper of Princeton, Princeton Arts Council, Smart Moves , Nautilus Fitnes s Center, Salli’s Edible Delights

**Language**

English

**Additional Skills**

P.C Proficient

Proficient in Microsoft Word

Some Basic PowerPoint Knowledge

Facebook Page Administration

Basic Web Development (Wix platforms)

CRM Email Servers, Social Networking & More :

Constant Contact, MailChimp,

EBay, Etsy, PayPal Merchant Services, Reverbnation, Linkedin, Twitter, Soundcloud,

YouTube, Eventful etc.

Some knowledge of Copy Machines

Great office & organizational skills

Art Background, Eye for composition

Interior & Retail Design

Proficient Power tool user

    (Handrill,  Circular Saw, Hand & Floor Sander, Hand Tools and Farm Equipment)

Valid Driver’s License: Automatic or Manual (Comfortable driving large vehicles )

Valid Passport

English as first language

Proficient in Kitchen (Appliances, Cooking, Large

 Food/Guest Volumes)

Cooking for Specialized Diets (Gluten Free, Diabetic, Vegetarian, Ethnic)

**Education**

Princeton High School (Accelerated Graduation)

Mercer County Community College—Art & Psychology

Free University of British Columbia

Dance with Z’eva Cohen At Princeton University

Santa Cruz Platonic Herbal Academy

Conservatory Studies with Princeton School of Ballet,

     Aparri School of Dance and Synergy Dance Center

**Professional Affiliations & Memberships:**

Suncoast Blues Society, San Diego Blues Society, Detroit Blues Society, Blues Alliance of the Treasure Coast, Blues Foundation, Fractured Atlas

**Other personal characteristics beneficial**

**to business endeavors:**

Honest, diligent, hardworking, eager to learn, enhance and improve knowledge, friendly, pleasant, diplomatic, ability to follow directions, up-beat, positive, experience in a variety of endeavors and types of businesses, ability to multitask, ability to delegate tasks, ability to work well with others etc.

(Non-Smoker, Non-Drinker)