

PATRICIA A.URENA

VISUAL ARTIST

INFO

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REFERENCES

Chadi Majzoub

District Manager at Publix 305-962-0641

Erika Vargas

Production Manager at B Pila Design 786-470-5930 Erika@bpdesign.com



WORK EXPERIENCE

Publix Super Markets

2007 - 2014 Customer Service Staff

Provide optimal customer service, facilitate to complete tasks of manager and store, greet customer and provide an enjoyable shopping experience, support and cooperate with co-workers, complete money transactions, ensure proper execution with money services and safe deposits.

2014 - 2016 Liquor Store Specialist

In charge of product ordering, replenish products and supplies to ensure in stock conditions at all times, communicate with manager regarding customer requests and vendor related concerns, check in external and internal vendors according to corporate procedures, ensure best products display according to sale's ad, operate internal computer programs.

2012 - 2014 Miami Dade College

Photo Lab Assistant

Assist students, safely mix chemicals, print negatives in color and black and white, keep accurate inventory, ensure all cleaning and safety procedures are followed.

2005 - 2007 MJ Taxes

Receptionist

Answering phone calls, greeting clients, scheduling appointments, maintaining digital files up to date, opening and closing the establishment, and acting as a liaison between clients and executive staff



EDUCATION

2008 - 2014 Miami Dade College

Associates in Arts in Photography Associates in Science in Psychology

2015 - Miami International University
Current Bachelor of Fine Arts in Visual Arts



SKILLS AND EXPERTIZE

Photoshop Illustrator Exel Word

