

Student.
Writer.
Arts Manager.

Marcus Fields

Library Experience

Contact Info

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From September 2012 to August 2013, I worked as a page at CADL - Leslie. My duties included shelving returned and misplaced books, running paging lists to send books to other libraries in the area and around Michigan, checking out books to patrons, dusting the shelves, keeping the library looking tidy, assisting patrons with computer and account problems, and decorating the library during the holiday season.

Sales Experience

Education

Michigan State University

Major: Professional Writing

Major: Arts and Humanities

Minor: Arts Management

Honors College, GPA 3.8

In the summers of 2012 and 2013, I worked as an attendant at the Leslie Community Pool. My job was to sit at the front desk and charge admission. I also worked the cash register at the snack bar. I handled customer complaints, answered the phone, and assisted customers with questions. On nights where there was no manager, I cashed out the register or helped clean the entire pool building to prepare for the next day's activities.

Customer Service Experience

Skills

Writing and Editing

Social Media

Adobe Illustrator

From September 2013 until December 2014, I worked as a monitor and a preparator at the Residential College in the Arts and Humanities' Lookout! Gallery. I kept an eye on the exhibit, counted the number of visitors, assisted visitors with questions about the exhibit, and helped set up and take down exhibits.