

Matthew Chess

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Education

University of Michigan, History of Art BA, - Graduation June 2013

Art History experience in Modern European and American works. Major GPA 3.1

Studied 7 semesters of Spanish including traveling to Costa Rica for volunteer work

Worked as part of a team to develop a gallery exhibit of George Bellows for the Toledo Art Museum

Relevant coursework in Economics, Strategy, Finance, and Statistics

Work Experience

Development Director, Latino Culture Show - September 2011 to Current

Created new strategies for show development

Implemented a more streamlined funding request procedure to increase efficiency

Delivered funding presentations to councils and departments raising approximately \$5,000 in 2011

Researched new avenues for funding such as new local businesses and Kickstarter

Computer Consultant, University of Michigan School of Dentistry - September 2011 to Current

Consulted users on purchases to best match their needs with the correct products for them

Maintained professional relationships with power-users to insure questions were answered efficiently

Troubleshooting equipment failures quickly and smoothly through use of a systems approach

Quickly adapted and learned new technologies to deliver up to date support

Peer Research Instructor, Michigan Research Community - September 2011 to May 2012

Managed and advised research projects of 12 students, ensuring their academic success

Identified and reported issues with effective communication to department chair when necessary

Met weekly with students to discuss project goals and keep students on task and prevent incident

Instructed students on research methods to increase their productivity

Volunteer Experience

Marketing Intern, Nandahome - May 2012 to November 2012

Developed online marketing strategy to better customer experience

Programmed website tracking code to maximize quality of data

Researched latest online marketing tools and techniques to develop the best branding strategy

Worked autonomously from home, remaining attentive to email and deadlines to meet expectations