



Meira Tompkins

Professional Summary

Excellent reputation for resolving problems, improving customer satisfaction, and driving overall operational improvements.

Work History

Nutmeg Publishing Uconn - Yearbook Designer
Storrs, CT

11/2018 - Current

- Designed yearbook spreads.
- Proofed spreads for incorrect spacing, image problems, and copy issues.
- Communicated with creative director, editor in chief, and magazine managing director to fix errors

Simmons Farm And Greenhouse - Greenhouse Worker
Dunstable, Massachusetts

03/2017 - 04/2019

- Helped customers complete purchases and locate items in the greenhouse.
- Helped keep money organized in cash drawer.
- Assisted with maintenance and installation of irrigation equipment.
- Communicated with coworkers and management to report challenges or issues.

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Skills

- Multi-tasking ability
- Excellent communication skills
- Computer proficiency
- Adaptability
- Friendly demeanor
- Cash handling accuracy
- Customer service oriented
- Dependable and Reliable

Education

2018

Groton Dunstable Regional
Groton, MA

High School Diploma

- Member of Quill and Scroll Honor Society
- Recipient of Core Values Scholarship

2022

University of Connecticut
Storrs, CT

Bachelor of Fine Arts: Web Design

- Elected to Event Coordinator for Seoular Dance Group in 2019
- Elected to Magazine Managing Director for Nutmeg Publishing in 2019