

MEIRA TOMPKINS

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a 258 Groton Street,
Dunstable, Massachusetts
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PROFESSIONAL SUMMARY

Experienced greenhouse worker and yearbook designer. Excellent reputation for resolving problems, improving customer satisfaction, and driving overall operational improvements.

SKILLS

- Multi-tasking ability
- Computer proficiency
- Adaptability
- Friendly demeanor
- Cash handling accuracy
- Customer service oriented
- Drawer management
- Dependable and Reliable

EDUCATION

Groton Dunstable Regional
Groton, MA • 2018

High School Diploma

- Member of Quill and Scroll
Honor Society

University of Connecticut
Storrs, CT • 2022

Bachelor of Fine Arts: Web Design

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

WORK HISTORY

Nutmeg Publishing Uconn - Yearbook Designer
Storrs, CT • 11/2018 - Current

- Completed final touches for projects such as images sizes and font selection.
- Proofs spreads for incorrect spacing, image problems, and copy issues.
- Worked with creative director, editor in chief, and magazine managing director to create yearbook spreads.

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.