

# ARTS

## (visual, performing, design)

# Resume Examples

This packet includes sample resumes for the **ARTS (visual, performing, design)** Career Community. These are examples of good practices in resume writing, demonstrating that you have choices you can make with formatting and style. We intentionally did not provide an example for every major or job type.





# Marisol Williams

## Bachelor of Arts

**Phone:** (484) 456-7890    **Home:** 654 Main Street, West Chester, PA 19380    **Email:** MW876543@wcupa.edu

### SKILLS

**Design:** Adobe Illustrator, Photoshop

**Social Media:** Twitter, Instagram, WordPress, Tumblr, Facebook

**Research:** SPSS

**Office:** Word, Excel, Outlook, PowerPoint, SharePoint

**Mac:** Pages, Numbers, Keynote

### EDUCATION

#### **Bachelor of Arts in Psychology**

Anticipated August 2017  
Minor in Spanish Language  
West Chester University,  
West Chester, PA

#### **Study Abroad - Spanish Language & Culture**

Summer 2016  
University, of Alicante  
Alicante, Spain

### EXPERIENCE

#### **Social Media Intern | 2015 - present CampusPhilly, Philadelphia, PA**

- Write weekly blogs about cultural and performing arts events offered to area college students.
- Encourage participation and engagement through Live tweets at career fairs and networking events.
- Contribute to web site management, including writing content and designing info graphics.

#### **Server | 2014 - present Timothy's of West Chester, West Chester, PA**

- Provide welcoming customer service and contribute to a pleasant dining experience.
- Successfully resolve customer complaints about food orders or slow meal delivery.
- Work with a team of servers, hosts, and managers to ensure peak patronage is efficiently managed.

#### **Cashier | Summers 2010 - 2013 Rita's Water Ice, West Chester, PA**

- Processed customer orders in a fast-paced, high-volume location.
- Entrusted to open and close store.
- Accurately managed close-of-business register reconciliation and prepared accurate deposit slips with store manager.

### HONORS

- Dean's List
- National Society of Collegiate Scholars
- Psi Chi National Psychology Honor Society
- Phi Eta Sigma National Honor Society
- Campus Ambassador, Admissions Office
- Alpha Mu Gamma National Language Honor Society

**JOAN S. EXAMPLE**  
123 Maple Drive  
Philadelphia, PA 19104  
Cell: 917-123-5678  
JoanExample@hotmail.com

Height: 5'8"  
Weight: 130 lbs.  
Eyes: Brown  
Hair: Brown

## **PERFORMING EXPERIENCE**

<b>Show</b>	<b>Role</b>	<b>Theatre</b>
The Pajama Game	Babe Williams	West Chester University (2016)
As You Like It	Rosalind	Upper Darby Playhouse (2016)
Our Town	Stage Manger	British Drama Academy (2015)
My Fair Lady	Chorus	West Chester University (2015)

## **DIRECTING EXPERIENCE**

Love's Fire: Plays inspired by Seven Shakespearean Sonnets, West Chester University (2015)  
Company consisted of six actors and a crew of three technicians

## **TRAINING/EDUCATION**

**West Chester University**, West Chester, PA  
Bachelor of Arts, anticipated May 2017  
Theatre concentration

**The British American Drama Academy**, London, England  
Study Abroad Program, Spring 2015  
Earned 12 credits through experiential activities supervised by theatre professionals

## **AWARDS**

Dean's List, Fall 2012 & Spring 2016  
J. Peter Adler Scholarship, 2014

## **SPECIAL SKILLS**

Proficient in Alexander Technique, Stage Fighting, Theatre History, Dramaturgy, Dramatic Criticism, Improvisation, Guitar, Voice, British (London) Dialect

## **PROFESSIONAL PORTFOLIO**

References, writing samples and video clips available upon request

# Tomás Henriques

2408 Smith Drive, Harrisburg, PA 17110 | TH654321@wcupa.edu | 610.222.3333

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<b>Education</b>	<b>West Chester University of Pennsylvania</b> , West Chester, PA <i>Bachelor of Music</i>	May 2017
<b>Related Experience</b>	<b>West Chester Orchestra</b> , West Chester, PA <i>Intern</i>	September 2015 - Present
	<ul style="list-style-type: none"><li>• Manage and organize all personnel and performance information for a 35-piece jazz orchestra</li><li>• Attend rehearsals and take notes, which are shared with all personnel in an online blog</li><li>• Assist with equipment and instrument management</li><li>• Work with Stage Manager and Director on set-up and staging</li></ul>	
	<b>AJAX Music</b> , West Chester, PA <i>Social Media &amp; Marketing Assistant</i>	January 2014 - August 2015
	<ul style="list-style-type: none"><li>• Enhanced social media presence through increased engagement on Twitter and via the launch of Instagram and YouTube artist promotional channels</li><li>• Designed and implemented marketing strategy for local college campuses</li></ul>	
	<b>Comcast Center</b> , Philadelphia, PA <i>Usher/Ticket Sales</i>	May - August 2014
	<ul style="list-style-type: none"><li>• Processed in-person ticket sales and pick-up for concerts and events attracting thousands of customers of all ages and backgrounds</li><li>• Greeted guests and escorted individuals to special box seats or reserved seating areas</li></ul>	
<b>Additional Experience</b>	<b>Art + Design Department</b> , West Chester University <i>Student Worker</i>	August 2015 - May 2016
	<ul style="list-style-type: none"><li>• Assisted with data entry of student assignments and exhibitions in Excel</li><li>• Provided administrative support including answering and directing phone calls, general inquiries about the program, and interacted with students and faculty</li></ul>	
	<b>Lower Paxton Township Recreation Camp</b> , Harrisburg, PA <i>Summer Camp Counselor</i>	June - August 2013
	<ul style="list-style-type: none"><li>• Developed social, educational, and athletics events and programs for campers</li><li>• Directly managed a group of 15 adolescent campers and collaborated with other counselors on group activities</li><li>• Demonstrated patience, maturity, and creativity when providing support to campers who were homesick, experiencing conflict, and other adjustment issues in camp</li></ul>	
<b>Activities</b>	High Street Harmonix, September 2014 - present Habitat for Humanity, August 2014 - May 2015 The QUAD, January - May 2015	
<b>Special Skills</b>	AutoCAD, Music Composition, Piano, Audio Engineering	

# jian sample

graphic design

Exton, PA

js123456@wcupa.edu

jiansampledesigns.com

610.234.5678

## Education

West Chester University of Pennsylvania

*Bachelor of Fine Arts in Graphic Design*

Minor in Art History

May 2017

## Skills

Adobe

InDesign, Photoshop, Illustrator, After Effects,  
Dreamweaver, Flash

Microsoft

Excel, PowerPoint, Word, Publisher, Outlook

Other

Quark Xpress, HTML, CSS, XML

## Affiliations

AIGA Philadelphia

*West Chester University, student chapter*

Member since 2015

## Portfolio at

jiansampledesigns.com

## Experience

Freelance

West Chester, Pennsylvania

Designer & Web Content Manager

2013 - present

Create flyers for print and digital distribution to customers of local businesses. Manage web sites for two student organizations and three local companies. Developed t-shirt designs for the WCU InterFraternity Council.

Delaware Investments

Philadelphia, Pennsylvania

*Graphic Design Intern*

Summer 2014 & Winter 2015

Collaborated with design team and clients internally to create pitch books, develop quarterly data sheet updates, and setting up email campaigns.

Rita's Water Ice

Exton, Pennsylvania

*Cashier*

Summers 2010-2013

Utilize excellent communication and customer service skills. Process cash and credit transactions. Work with a team of associates.

# Julia Robertson

Hair Color: Auburn Eye Color: Green

julia.m.roberston@gmail.com

610-123-5555

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## PERFORMANCE:

"Grab Your Chips and Dip In"	WCU Dance Company	Liz Strauch, Faculty
"Awakening"	WCU Dance Company	Student Choreography
"Itchy, Tasty"	WCU Dance Company	Student Choreography
10 <sup>th</sup> -12 <sup>th</sup> Annual AIDS Benefit	WCU Theatre	Student Production

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## CHOREOGRAPHY at WEST CHESTER UNIVERSITY:

*She Loves Me*, Assistant Choreographer  
12<sup>th</sup> Annual AIDS Benefit, Choreographer  
*Little Shop of Horrors*, Upper-level Project

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## EDUCATION:

West Chester University of Pennsylvania, West Chester, PA  
**Bachelor of Arts in Theatre** – Dance Concentration – May 2017  
Dance: Gretchen Studlien-Webb (modern), Liz Staruch (tap, improv), Jerzy Golek (ballet)  
Choreography: Gretchen Studlien-Webb (composition), Liz Staruch (musical theatre)  
Acting: Emily Rogge  
Voice & Speech: Leonard Kelly

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## TRAINING:

*Harrison Dance Studios* – West Chester, PA  
Jazz, Ballet, Tap

*Chester Valley Dance Academy LLC* – Exton, PA  
Modern & Lyrical, Ballet, Hip-Hop

*Koresh School of Dance* – Philadelphia, PA  
Modern-Jazz, Hip-Hop, Tap

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## SPECIAL SKILLS:

5 years of Spanish  
PA Driver's License  
Cartwheels, round-off, right and left split, back-bend  
Basic non-contact stage combat, improvisation  
Wiggling my ears, whistling, seagull call  
Yoga, kickboxing, bike riding