

SARA PALAZZO

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sarapalazzo.com

EDUCATION

2008–2011: The School of the Art Institute of Chicago,
Chicago, Illinois
Degree: Bachelor of Fine Arts with a focus on Visual
Communication, Design and Drawing

EXPERIENCE

September 2008–December 2011
Classroom and Facilities Technician,
The School of the Art Institute of Chicago, Chicago, Illinois

- Provided technical support for teachers
- Moved furniture and set up classrooms
- Organized and filed office paperwork
- Cleaned up and did light repair work throughout the 280 Columbus building
- Operated vinyl cutter and made vinyl signs
- Created signs and spreadsheets

May 2008–August 2009 (Part-time)
Housekeeper, University Presbyterian Church,
Rochester Hills, Michigan

- Restocked and cleaned all facilities
- Set up for events
- Painted and repaired buildings

AWARDS & EXHIBITIONS

Scholastic Gold Key Portfolio Award, 2008
SAIC Merit Scholarship, 2008
SAIC Artbash Exhibition, 2009

SKILLS

Software: Experienced in Adobe CS5 InDesign, Illustrator and Photoshop, Microsoft Word, Excel and Powerpoint. Some experience in Adobe CS5 Flash and Dreamweaver.

Platforms: Proficient in Windows and Mac OSX.

Manual Skills: Drawing, Painting, Illustration, Papercutting, Letterpress Printing, Bookbinding, Hand-sewing, Papercraft, and Digital Photography

REFERENCES

Available upon request.