

Carissa A. Saia

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Current Address:

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Objective:

To find a challenging career in the field of creative advertising or technical theatre that will broaden my in-class knowledge and provide a basis of real-world business experience with the possibility of providing long-term employment.

Education:

Marquette University: Milwaukee, WI
BA in Theatre, May 2013
BA in Advertising, May 2013

Work History:

*Marquette Catering
Kitchen*

Catering Preparation Chef

Milwaukee, WI: August 2012-May 2013

- Prepared all types of food for large and small events
- Worked on a plate up line on a weekly basis
- Responsible for making sure the food got prepared in a timely fashion

*The Kohler Center for
Entrepreneurship*

Graphic Design Intern

Milwaukee, WI: January 2013-May 2013

- Worked with clients with new start up businesses
- Designed logos, websites, and other graphics
- Worked with clients such as: Game Dayta, Ludus Development, Just Us LLC, KLH Consulting, and American Mobile Staging

With Death Before Us

Book Cover Designer

Bloomington, IL: September 2012-November 2012

- Designed the Book Cover for *With Death Before Us* by Mary Lou Mirante
- Worked with the author and publishing house to create a cohesive design

Shwings Restaurant

Graphic Designer, Menu Design

Stone Park, IL: May 2012-August 2012

- Redesigned their menu to make it more visually appealing and easier to read.
- Worked with owners of Shwings to incorporate their ideas

Marquette University

Copywriter & Graphic Designer, Helfaer Theatre Publicity Committee

Milwaukee, WI: February 2012-August 2012

- Create publicity images for the Helfaer Theatre's 2012-2013 Season
- Write copy for the season with the rest of a committee
- Responsible for designing images and communicating with the rest of the committee for their input and ideas

Marquette University

Scene Shop Assistant, Helfaer Theatre

Milwaukee, WI: August 2009 – May 2013

- Supervise scenic projects for upcoming shows
- Design, paint, construct, and install scenery and lighting
- Responsible for prop storage including organization and design

Marcus & Millichap

Marketing Coordinator, Commercial Real Estate

Oak Brook Terrace, IL: May 2008 – August 2012

- Design marketing campaigns and templates
- Manage and up keep listing services
- Liaison between the Vice President and Office Manager

Corky's Catering

Lead Server, Corporate Events and Weddings in Chicago

Addison, IL: May 2009 – Present

- Prepare and strike events
- Responsible for making sure guest are happy
- Responsible for making sure that company equipment returned in proper order and venue is left in arrival condition

Motion Picture Sets

Production Assistant, *Powers* and *The Dilemma*

Extra, *Powers*, *The Dilemma*, *The Unborn*, and *The Promotion*

Chicago, IL: 2001 – 2011

- Assisted actors getting to and from set
- Controlled large groups of pedestrians while shooting
- Appeared in multiple movies

Academic Work History:

Marquette University

Graphic Designer, Advertising Design Class

Milwaukee, WI: 2013

- Created designs that applied to real world applications, such as: a business card and letter head, a magazine cover and two page spread, and a redesign of an ad
- Discussed work in class and received critique on work
- Responsible for taking control of projects and making them look to their best potential

Marquette University

Copywriter, Advertising Copy Class

Milwaukee, WI: 2013

- Created designs that applied to real world applications, such as: copy for a Nutella ad, copy for an Alterra radio spot, headlines for Passito Dessert Wine, and copy for an event campaign for Red Cross.
- Chose what brands I worked with and researched them until I found information that would work for the copy
- Created images to go with the copy in order to help get design ideas across to classmates

Computer Proficiency:

- Microsoft Word
- Publisher
- Photoshop

- Microsoft Excel
- Vectorworks
- Illustrator

- Powerpoint
- WYSISYG
- In Design

References Available Upon Request