



# ALEXIS MASON

Graphic Designer



**MOBILE**

401.306.4424



**EMAIL**

amm9282003@gmail.com



**NAME**

Alexis Mason

## SKILLSET

**Proficient in The Following Applications:**

- Photoshop
- Illustrator
- InDesign
- After Effects
- Premiere
- Cinema 4D

**Proven Experience With:**

- HTML / CSS / Wordpress
- Photography
- Video Editing

## OTHER SKILLS

- Desire to provide top quality results
- Ability to meet deadlines
- Great attention to detail
- Team collaboration
- Active listener
- Fast learner

## COLLEGE EDUCATION

**New England Institute of Technology**

10/2022 - Current

- Associates in Science in Graphics, Multimedia & Web Design - 09/24'
- Will continue education for Bachelors degree. Est. completion - 03/26'

## WORK EXPERIENCE

**Olive Garden, South Attleboro, MA - Server**

06/2024 - Current

- Catering to all guest wants and needs
- Responsible for cash, debit & credit card handling
- Efficiently serving guests food in a busy / hectic environment
- Making guests feel like part of the Olive Garden family

**Papa Gino's, East Providence, RI - Team Member to Shift Leader**

10/2021 - 06/2024

- Promoted to shift leader in 2023
- Lead and directed team to ensure positive customer experience
- Responsible for opening & closing store, money handling, deposit drops
- Assisted GM in creating labor schedule & managerial paperwork + duties
- ServSafe certification number: L2SC-2-01021560. Expires 3/17/28

**Michaels, Seekonk, MA - Cashier and Sales Floor Associate**

09/2020 - 09/2021

- Ensured excellent customer service in busy environment
- Responded promptly and completely to guest questions
- Operated cash register and proficiently returned no longer wanted items
- Performed closing duties above standard
- Took care of guest concerns regarding COVID-19

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