

Ed U. Kator
2345 Riverview Avenue
Montréal, Québec H3S 2K2
(514) 678-1234

PROFILE

- Excellent communication and interpersonal skills
- Highly organized and self-motivated
- Computer literate: extensive exposure to Multimedia and Internet

EDUCATION

Bachelor of Fine Arts, Art Education DATE
Concordia University, Montréal, Québec

Art Teaching Practicum DATE
Volks Alternative Learning Centre, Pointe Claire, Québec

Diplome d'études collégiales, Creative Arts
Marianopolis College, Montréal, Québec

LANGUAGES

Fluent in English and French; basic conversational Italian

COMPUTER SKILLS

Software: Word, Excel, Powerpoint, Photoshop

Environments: Windows, Mac OS

PROFESSIONAL EXPERIENCE

Animator DATE – Present
Amitel, Montréal, Québec

- Organize a recreational group for 15 intellectually disabled children 12 -14 years old
- Coordinate and schedule outings and activities
- Animate arts and crafts workshops and encourage creativity

Library Assistant DATE
Fine Arts Slide Library - Concordia University, Montréal, Québec

- Organized inventory while maintaining quick and efficient service
- Developed and implemented filing system for outdated slides
- Provided friendly and helpful customer service in English and French

Customer Service Representative DATE
WH Smith Bookstore, Montréal, Québec

- Provided customers with extensive knowledge of inventory
- Designed and set-up window displays
- Opened and closed cash register on a daily basis

EXTRA-CURRICULAR EXPERIENCE

Vice President - Fine Arts Student Alliance DATE

Concordia University, Montréal, Québec

- Elected student representatives for various boards and committees
- Organized year-end fundraiser for the Painting Department: booked location, made invitations, coordinated entertainment, acquired liquor license and successfully approached sponsors

Contributing Editor DATE

Volute Magazine, Montréal, Québec

- Served as member of the editorial board for a professional class magazine showcasing the work of undergraduate fine arts students
- Assisted in the soliciting of sponsors through letter writing

Member

Recycling Club, Montréal, Québec

- Assisted with administrative work for the organization of Earth Day community activities
- Solicited sponsors, contacted student groups and took minutes

DATE

EXHIBITS & CURATORIAL WORK

Sensations DATE

Gallery Artstuff, Montréal, Québec

- Exhibited hand-made paper and art books

Pully DATE

Sharon Forth Gallery, Montréal, Québec

- Participated in exhibition of paintings by Canadian women artists
- Examined and presented post-structuralist feminist thought via geometrics

Fibres Department Annual Show DATE

Gallery Yes, Montréal, Québec

- Chaired jury committee, which selected show artists
- Prepared and mailed press releases detailing artists and their artwork
- Organized food and beverages for vernissage

INTERESTS

Italian cooking, hiking, mountain biking, ceramics, and silk screening

REFERENCES AVAILABLE UPON REQUEST