

Jessica Thomson

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<http://jessicathomson.site>

A Computer Generalist who combines artistic creativity with technical skill to solve various technology-based problems. A quick learner who can work independently or with a group and enjoys both organization and refinement. Has managerial experience, though since had to leave that position due to its irregular hours and a lack of benefits. Currently seeking a full-time job using computers for data entry, file organizing, or similar tasks with a consistent schedule and full benefit.

Education

Bachelor of Fine Arts – CGI (Animation)

Savannah College of Art and Design

Savannah Georgia

Graduated March 2019

Program Experience

- Microsoft Excel
- Microsoft Word
- Microsoft PowerPoint
- Skype/Zoom/Discord
- Adobe Illustrator
- Adobe Photoshop
- Maya

Assorted Skills

- Data Management
- Quick/Self Learning
- Adaptive
- Programming in Mel
- Information Retrieval
- Reliable
- Graphic Design
- Video Editing
- Photo Editing
- 3D Modeling

Volunteer Experience

Maryland Therapeutic Riding

November 2019 – March 2020

Small Miracles Animal Shelter

June 2014 – March 2020

Howard County Historical Society

June 2013 – Sept. 2015

Professional Experience

Medieval Times

August 2021 – Present

Stable Hand

- Responsible for keeping the 20 show horses kept in the Arundel Mills mall happy and healthy by cleaning their stalls in the morning.
- Prepares the various tack (aka equipment) for use in the matinee shows, then cleans and organizes them after for later use.
- Measures out each horse's dietary supplements and/or medicines to keep them healthy.

Monster Mini Golf

June 2018 – November 2021

Assistant Manager

- Responsible for overseeing both the opening and closing of the store and managing fellow employees during store hours.
- Assisted customers with various needs or complaints both in-store, over email, and over the phone.
- Digitally reserved customer's various events such as birthday parties, field trips, or work events using the store register's POS system.
- Organized the layout of and updated the register's POS system to match current retail stock and various store prices.
- Prepared physical and reference materials needed for fellow employees to properly host each reserved birthday party/event.
- Relied upon as the store's unofficial IT expert whenever the store register, office computer, or other electronics needed fixing or adjusting.
- Considered the primary manager of the store's Virtual Reality (VR) equipment, often called upon when some aspect needed fixing, or another employee required aid.
- Took initiative to create a digital manual for each VR game the store had available, including the game's controls, plot, and useful tips for both player use and employee reference.
- Prepared the register for the next day by counting the physical money and reconciling the night's receipts.
- Assisted in the creation of various promotional artwork, such as updating the brochures, creating fliers advertising new events, and touching-up the design for the large banner used for the VR area.

Tersiguel's French Country Restaurant

June 2013 – September 2014

Fine Dining Restaurant Assistant

- Organized just-cleaned silverware, glassware, and napkins so they could be easily grabbed for table preparation.
- Vigilantly watched over patrons to fetch them water, bread, or new silverware in a timely manner