

EDUCATION

Pratt Institute, BA Critical and Visual Studies

Lycée Technologique d'arts Appliqués Auguste Renoir, Baccalauréat STIAA

SKILLS

Chicago style, archival research, translation-quality standards, CMS and web hosting, graphic design, videography and video editing, digital marketing, editorial and live illustration.

TOOLS

HTML, CSS, WordPress, Adobe Creative Suite, Final Cut Pro, Canva, E-commerce tools, Google Analytics, Microsoft Office, Google Suite, Tesseract, 3E, iManage.

LANGUAGES

French and English.

AWARDS

Pratt Institute Award in Academic Excellence for Innovation, Creativity and Originality, 2020

Pratt Institute Circle Award, 2020

EXPERIENCE

2024 – current | **Stein Sperling office assistant / receptionist**

- Assists with digitizing records, client communication, research and projects within various departments of the firm.
- Accompanies attorneys in day-to-day firm activities ranging from office inventory, confidential document delivery, receiving retainers, filing and other office duties.
- Provides front-line support by answering phones, greeting clients, and processing intakes in 3E.

2024 – 2025 | **The Phillips Collection museum assistant**

- Engaged with visitors to proactively address inquiries and provide guidance in the galleries.
- Maintained detailed knowledge of art history and DC tourism for an enhanced guest experience.

2023 – 2024 | **Comic Book Station marketing assistant**

- Hired and trained three successful employees to create an inventory system and boost e-commerce.
- Produced copy, graphics and coordinated web hosting logistics for CBS' online presence.
- Increased shop brand awareness on social media daily.

2021 – 2023 | **Freelance graphic designer and marketing specialist**

- Delivered logos, layouts, presentations and newsletters to clients tailored to their respective brand identity.
- Managed clients' social media and web hosting.
- Edited videos with a fast turnaround for marketing projects.

2017 – 2021 | **Critical and Visual Studies research / media associate**

- Developed and implemented the "CritViz Publicity Plan" with an emphasis on visual communication.
- Illustrated and designed graphics for marketing materials.
- Managed WordPress websites and Wikipedia pages.

2013 – current | **Editorial illustrator and cartoonist**

- Editorial publications include The New Yorker, Routledge, Time Out and Afropunk.
- Gallery exhibitions and permanent collections include Arludik and the Colored Girls Museum.