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GERALDINE AYBAR

2010
~2011

ArtFullDesignz

Intern

- Design business cards and flyers
- Received and delivered orders through email and phone calls

2007
~ Present

Juniors Food Outlet

Book Keeper

- Provide administration for the scheduling of the staff
- Responsible for financial transactions and returns
- Responsible for daily bank deposits
- Remerchandising of the store
- Train new staff members
- Worked towards improving sales goals and reducing shrink

2005
~2006

ALDO

Sales Associate

- Provide accurate product information to enhance the customers shopping experience
- Meet and greet all customers to ensure the customer returns
- Assist with loss prevention through observation and friendliness
- Merchandising new items in the store on a weekly basis

Objective

To obtain an entry-level position where I can utilize my skills and convey an everlasting image

Education

2006 - 2013

Bachelors in Graphic Arts
New York City College of Technology
•Member of Gamma Club

Softwares

Photoshop

Illustrator

InDesign

QuarkXPress

MS Office