

Katherine Sundsted
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EDUCATION:

New York City College of Technology **January 2015 - Present**

- Major: Entertainment Technology. Learning how to use devices in scene shops such as saws, drills, genies, lighting...etc.

Institute for Collaborative Education **September 2010 - June 2014**

- Presented graduation requirements to a group of panelist, explaining the process behind each individual project as well as the results of each project.

WORK EXPERIENCE

Forget Me Not Charity Event: Event Coordinator **Feb 20th - April 22nd 2017**

- Created the schedule for due dates of everything.
- Created the budget for spending.
- Created the show line up.
- Created the list of things that we needed.
- Created the layout for the space.
- Organized the tasks that needed to be done and who was to take care of it.
- Performed for the event as well.

Comic Con Vendor: Merchandise Seller **October 6 - 8th 2017**

- Sold anime goods to buyers during Comic Con.

JOE WALTZ: Bookkeeping **July 2014 - Present**

- Organize and record financial information for tax purposes.

Gala/ Event: Tech Assistant **June 13th 2016**

- Loaded and set up equipment for the event.
- Worked the lighting for the events performance.
- Strike the equipment and materials.

Youth America Grand Prix: PA **April 25th - 30th 2016**

- Greeted contestants and signed them in for their dance classes.
- Assisted contestants in answering questions they had and showing them their room.
- Updated dancers on any schedule changes.
- Ushered during their performance.

Pelleas & Melisande: Wardrobe**October 12th - 18th 2015**

- Transferred costumes from studio to performance space.
- Organized and prepped costumes by actors character.
- Helped dressed and undress actors.
- Cleaned costumes and made sure there wasn't any rips or anything out of place.
- Handed and organized props for each actor.

Zeb Zombie: Actor**February 1st - April 19 2015**

- Acted as 3 different zombies which all had speaking roles.

Express Retail: Retail Associate**November 2014 - March 2015**

- Worked as a cashier.
- Greeted guest at the front door with a friendly smile and told them of promotions and sales.
- Overnight shifts of redesigning the floor and reorganized clothes.

HARVESTWORKS: Marketing/Creative Intern**February 2014 - July 2014**

- Helped maintain a social media presence on Twitter, Facebook, Instagram, and Flickr.
- Worked with residencies on their projects.
- Developed installation projects as part of a team as well as creating and designing installations of my own.
- In-charge of organizing events, projects, meeting notes and other office events.

EXTRACURRICULAR ACTIVES / LEADERSHIP**Brooklyn Youth Chorus****August 2010 - July 2014**

- Performed with Barbara Streisand at the Barclay Center, The 21st Philharmonic in The Lord of the Rings: The Two Towers at Radio City, and with The New York Philharmonic in Carmina Burana at Lincoln Center.

Project Skittles**September 2011 - June 2013**

- Organized a Week of Awareness, including a Day of Silence and a Skittles Bake Sale in order to bring awareness to students about the LGBT Community.