

# Mary Alice White

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## Summary

Enthusiastic and creative artist and manager with exceptional flexibility.

## Highlights

Time management  
Self-motivated professional  
Resourceful researcher

Team-oriented  
Positive and organized  
Detail-oriented

## Experience

### Production Assistant

November 2015 – January 2017

**Le Petit Elefant** – San Jose, CA

- Assists in assembly of artist's products including art prints, cards, stickers, pins, posters. With precision, measures and cuts productions to a consistent size. Checks for flaws and imperfections and remedies or replaces.
- Assists and runs art shows and studio. This involves cash and card handling, product and discount memory, customer service, and maintaining brand consistency.
- Assembles, packages, and ships orders for online store and gallery exhibits.
- Researches printing companies, potential gallery and conventions, and other business services to inform and assist artist in business decisions.
- Maintenance of the gallery space and social media presence to create the overall brand feel.
- Measures, organizes, and hangs art shows to create optimal eye flow for the viewer.
- Uses Photoshop, Adobe Creative Suite, and Microsoft Office to create signage for shows, studio, and conventions.

### Freelance Artist

May 2011 to Current

**Artistique Loup** - Alhambra, CA

- Paintings and Drawings in Traditional and Digital Mediums. Focus on ink, watercolor, oil and acrylic paints.
- 2008-2016: Art Exhibitions in North Carolina and California including Popup Shops.
- Social Media presence creation and maintenance to network, promote, and communicate with viewers and other artists.
- Cash and Card handling at art shows and through online ordering.
- Creates and maintains business appearance and quality standards in products.
- Researches to find best options for printing companies and art representation in galleries and art shows.

- Logo Design creation using Photoshop, Paint Clip Pro, Microsoft Office, and traditional mediums.
- Creates commissioned art pieces.
- Writes proposals for grants to help fund projects and contribute to community.

#### Grants

- 2010 Friends of the Library Grant, Gunn Memorial Library, Yanceyville, North Carolina
- 2006 North Carolina Arts Council Grassroots Art Grant, Yanceyville, North Carolina

#### **Assistant General Manager**

October 2014 to December 2016

**Jamba Juice** – Lafayette, CA & Walnut Creek, CA

- Responsible for store day to day operations, Scheduling, Ordering, Catering, Accounts Payable, Hiring
- Increased Overall Customer Satisfaction by 15-20% at 3 store locations through creating an upbeat and friendly work environment. I was placed in low team retention stores to provide stabilization.
- Completes and troubleshoots weekly inventory of entire store.
- Ensure that all productivity numbers, sales and budgets are met.
- Assisted in the transition and development of 2 Assistant General Managers.
- Leads team of 15 – 25 Team Members and Shift Leads..
- Executes and supervises product and campaign launches of over 10 launches, which includes reorganization of inventory and team training on new products and procedures.
- Sets up and performs catering and offsite events.
- Collaborated with other district stores and held multiple open audition hiring events, inviting and hosting 10-15 potential new hires, introducing them to Jamba culture.

#### **Interim General Manager**

April 2015 – September 2015

**Jamba Juice** – Lafayette, CA

- Source, train, and internally promote team members and management. Trained over 10 Shift Leads from Team Members. Lead, mentor, and coach teams of 15-31 in the execution of Jamba standards to create excellent customer experiences.
- Complete staff performance reviews, Recognize outstanding work performance while providing necessary constructive feedback.
- Responsible for transitioning over from corporate store to franchise over a three month process. Included retraining and transitioning of team of over 30.
- Responsible for monthly review of P&L report, reporting inaccuracies, and providing a detailed report to the District Manager.

#### **Shift Lead**

February 2014 – October 2014

#### **Team Member**

October 2013 – February 2014

**Jamba Juice** – Lafayette, CA

## **Artist/Workshop Leader**

June 2006 to July 2010

**Gunn Memorial Public Library** - Yanceyville, North Carolina

- Received the North Carolina Arts Council Grassroots Art Grant
  - Depicts over sixty characters from nursery rhymes, fairy tales, songs, and original creations.
  - I volunteered to paint the mural to help inspire children and to promote literacy. The mural resides in the Children's reading room where it is used regularly for Story Time and as the background for children's programs in Caswell County.
  - Held workshops for children and adults on painting.
- Received grants from Friends of the Library and Caswell Artists League to paint a second mural at the entrance of the library.

## **Education**

**Animation Collaborative – 2015-2016** – Emeryville, CA

Intro to Storyboarding with Rejean Bourdages

Advanced Storytelling with Derek Thompson

**Schoolism Workshop – 2014, 2015** - San Francisco, CA, USA

**Bachelor of Arts : Art and Drama**

**University of North Carolina Asheville - 2011** - Asheville, NC, USA