

# JACQUELYN DE ARMAS



[jacquelyndearmas@gmail.com](mailto:jacquelyndearmas@gmail.com)

[www.jaxdearmas.com](http://www.jaxdearmas.com)

760.587.5993

Los Angeles, CA

## *Education*

B.S.

Apparel Design & Merchandising  
Business Administration Minor  
San Francisco State University  
May 2013

Study Abroad Year  
London Metropolitan University  
London, England  
2011-2012

## *Skills*

Photoshoot Production  
Wardrobe Styling  
Professional Organization  
Efficient communication  
Strong Work Ethic  
Attention to Detail  
Adobe Suite Proficiency  
Microsoft Office Proficiency

## *Internships*

Reformation  
PD & Styling Intern  
June 2013-October 2013

## *Work Experience*

AG JEANS

**Photo Production Manager** // Los Angeles, CA

October 2016 – September 2017

- Manage in house photo studio, including freelance team members and shooting calendar
- Produce all ecommerce, lookbook, and campaign shoots for 4 seasons each year
- Work with all departments to accommodate photography needs
- Cast, book, and negotiate rates for multiple models from various agencies
- Style off figure and on figure when no stylist is present
- Manage 5 different studio budgets, including reporting previous years and predicting future estimates.
- Quality check post production of assets before final delivery
- Develop shot list process and system to ensure all products are being shot

prAna LIVING

**Photoshoot Stylist** // Carlsbad, CA

December 2015 – October 2016

- Was responsible for styling all web, catalog, and location shoots including domestic and international locations
- Created and managed shot list of over 1,300 SKUs of both men's and women's styles for each season's E-commerce
- Styled over 100 looks across 8 days with multiple models on international shoots
- Scheduled styling outs with VP of Marketing, Design Director, Senior Merchandiser, and Art Directors to present key looks for each season
- Ensured sample inventory of all styles to be shot
- Researched current trends and translate them to appeal to our customer

prAna LIVING

**Photoshoot Coordinator** // Carlsbad, CA

July 2014 – December 2015

**Photoshoot Assistant** // Carlsbad, CA

October 2013– July 2014

- Managed the photo studio calendar including on model and off figure shoots 3-5 days per week
- Booked models, photographers, HMU and other vendors according to calendar and sent out call sheets weekly
- Managed multiple shoots at up to three studios in the same day
- Coordinated and booked travel and accommodations for 10+ crew members including Creative Directors, high profile models, and photographers for international and domestic photoshoots
- Received all third party invoices and managed photoshoot budget
- Pulled, prepped, and organized shot lists for all in studio on figure, lay-down, and location shoots daily
- Assisted styling and dressing models during photo shoots of 50-60 shot count
- Managed and audited images and studio inventory to keep track of missing photos and samples