

TRACY SHAW

401- 595-5816 ♦ tshaw@g.risd.edu ♦ www.tracyashaw.com ♦ www.tracydesignstheweb.com

Education

RHODE ISLAND SCHOOL OF DESIGN (RISD), PROVIDENCE, RI
BACHELOR OF FINE ARTS, 2009
YOUNG ARTISTS CERTIFICATE PROGRAM, 2005
ARGENTINA WINTER TRAVEL COURSE, 2008

SMITHFIELD HIGH SCHOOL, SMITHFIELD, RI
CLASS OF 2005

Internships

AARDVARK DESIGN, WARREN, RI WEB DESIGN INTERN, 2008-PRESENT Maintain current client's websites by updating company information or product information using various CMS hosts. Layout emails using text and images to turn into mass emails for clients. Create monthly email reminders to send to subscribers to remind them of upcoming webinars. Resize, edit, and make photos web ready.

Skills

PHOTOGRAPHY: 35 mm and digital camerawork using black and white film. Printing black and white film as well as digital printing. Comfortable with darkroom processes. Skilled in image touch-ups.
COMPUTER: Macintosh and PC. Photoshop, Illustrator, InDesign, Dreamweaver, Microsoft Word. XHTML, CSS, CMS. Can apply JavaScript to web applications. Understanding of Web 2.0 philosophies and applications.
ART AND DESIGN: Color correction, and photo retouching skills. Watercolor painting skills. Frame assembly. Frame and mat design.
PERSONAL: Detail oriented, resourceful, self-disciplined

Work Experience

TRACY SHAW PHOTO AND DESIGN, SMITHFIELD, RI
OWNER, 2009-PRESENT

Maintain a photo and web design business. Photograph events, personal portraits and still life's. Design and build web sites for clients. Websites are built for small companies and portfolio sites for artists. Market my business and network with potential clients.

A.C. MOORE, WARWICK, RI
CUSTOM FRAMING SPECIALIST, 2010-PRESENT

Design and sell custom framing jobs to customers. Process and ship orders. Handle delicate and precious artwork. Assemble and finish frames.

BELLA MARKETING AND CONSULTING , PROVIDENCE, RI
MARKETING AND EVENTS PHOTOGRAPHER, 2010-PRESENT

Photograph client events. Photograph interiors and food for clients. Attend networking events. Edit and retouch photographs.

CLOUD HOWARD PHOTOGRAPHY, PROVIDENCE, RI
PHOTOGRAPHER ASSISTANT, 2009

Carry and protect equipment. Help organize formal shots. Second shoot when needed. Assist photographer by getting different equipment, locating guests for particular shots and keeping time so we stayed on schedule.

LIFETOUCH PORTRAITS, JCPENNY, NORTH ATTLEBORO, MA
PHOTOGRAPHER, 2009

Operate studio equipment to take meaningful and well composed portraits to sell to clients. Introduce the client to our portrait enhancements. Help the client choose portraits and sizes. Operate a register. Schedule and confirm appointments. Receive deliveries and stock merchandise.

ILLUSTRATION DEPARTMENT, RISD, PROVIDENCE, RI

RESEARCH ASSISTANT FOR SUSAN DOYLE, 2008

Scan pieces of artwork and reproductions of artwork from books. Restore and Archive Images. Research and Locate Missing Data. Data-entry.

CONTINUING EDUCATION DIVISION, RISD, PROVIDENCE, RI

WEB DESIGN TEACHING ASSISTANT, 2008

Help students understand the basics of web design. Answered questions students had about using the programs: Adobe Photoshop, Adobe Illustrator, and Crimson Editor. Inspire students to come up with creative solutions to the assignments.

OLD NAVY, PROVIDENCE, RI

SALES ASSOCIATE, 2005

Fold clothes on the displays. Return clothes from the changing room to where they belong. Operate cash register. Promote Old Navy Credit cards.

STOP AND SHOP, CUMBERLAND, RI

CUSTOMER SERVICE REPRESENTATIVE, 2004-2005

Take customer complaints. Accept returns and refund money. Take care of money orders, western unions, and cash checks. Worked with sums of cash over \$5,000. Operated a cash register.