

KAREN RIEDLER

karenmriedler@gmail.com www.karenriedler.com (858)442-9349



ASSEMBLY / GRAPHIC DESIGNER (2017-Current)

EPOWERSTEERING.COM - ADAPATING ELECTRIC POWER STEERING IN PROJECT CARS

- Assist in dismantling recycled parts
- Soldering
- Graphic work for promotional material
- Sourcing promotional goods

ACCOUNT ARTIST / GRAPHIC DESIGNER (2015-2017)

FIFTH SUN - GRAPHIC APPAREL

- Create designs for both licensed and non-licensed apparel
- Revise and/or correct existing artwork
- Assemble presentation books for meetings and shows
- Assist in design of custom fabrications for specialty garments
- Track the sales progress of our product
- Approve art at each stage of development
- Research trends and our competition
- Organize samples and help locate them when needed

ADMINISTRATIVE ASSISTANT (2012-2015)

SOUNDS BY DAVE - AUDIO/VIDEO RETAIL AND INSTALLATION STORE

- Greet and direct clients
- Process quotes
- Generate POs
- Data entry
- Maintain eBay store
- Record daily sales and expenses
- Inventory
- Accounts receivable

ART INTERN (2012)

AVENUE 9 GALLERY

- Update email lists
- Maintain gallery and office space
- Data entry and filing
- Prep gallery for shows
- Serve wine

COMPUTER LAB ASSISTANT (2010-2011)

CSU, CHICO

- Tutored Students and staff on Adobe software and basic computer skills
- Maintained lab equipment including updates and daily cleaning
- Troubleshooting

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RECREATION CENTER COUNSELOR (2006-2010)

RAMONA COUNTRY ESTATES RECREATION CENTER

- Helped children from grades K-6 in activities such as: swimming, cooking, performing arts, crafts, and homework in any subject
- Followed safety regulations at all times
- Accompanied kids on field trips during the summer
- Managed groups of 4-12 kids independently



CALIFORNIA STATE UNIVERSITY, CHICO

BACHELORS OF ART IN ELECTRONIC ART AND PAINTING/DRAWING

- Main emphasis was on Adobe Photoshop, Illustrator, Indesign, Flash (ActionScript), and physical and digital painting

RAMONA HIGH SCHOOL

- Audio/Video Club Nerd



RAMONA ELEMENTARY (2006-2011, 2017)

VOLUNTEER

- Assist students with various activities
- Create project materials for students

RELAY FOR LIFE (2007, 2008)

RUNNER / VOLUNTEER

- Raise money for Cancer research
- Participate in event