

# ROMEO MONTERO

Illustrator and Visitor Services Assistant

## PROFESSIONAL OBJECTIVE

Objective: To secure a challenging and fulfilling position within a culturally arts institution to support guests, clients, and staff where I can use my organization and communication skills to improve workflow and expand our cultural mission.

## EDUCATION

### Moore College of Art & Design

- Bachelors of Fine Arts in Illustration, 2024
- 3.9 GPA, Dean's List, Miriam Troop Portrait Award, Visionary Women's Leadership Scholarship, Penny Fox Fellowship 2023 Recipient, AMDG Scholarship Recipient

## PROFESSIONAL EXPERIENCE

### Visitor Services Assistant - The Fabric Workshop and Museum

*Dates of Employment: August 2023 - Present*

- Greet guests and inform them about current and past events and programming within the Museum and educate them on current exhibitions.
- Advertise and sell Museum memberships and educational programs such as our apprenticeships, artist residencies, and more.
- Research and write narrative bios of past Artists in Residence for site publication and archive.
- Maintain integrity of museum art and exhibition spaces.
- Assist with museums events such as gallery openings/closings, often facilitating the flow of 100+ guests.

### Freelance Illustrator - Greenway Pride

*Dates of Employment: June 2023, 2024, 2025*

- Illustrated poster for annual Greenway Pride event since 2023.
- Delivered high quality artwork for print and social media use. Attended GWP event to face paint and draw caricatures.
- Manipulated original artwork to fit site banner.
- Engaged with planning team and GWP attendees to promote a safe, positive and welcoming space for all LGBTQIA+ folks.

## CONTACT:

[fatsmyname@hotmail.com](mailto:fatsmyname@hotmail.com)

<https://romeoillustration.com/>

484-635-5620

## SKILLS:

### Organization & Office:

- Microsoft Outlook and Sharepoint
- Excel
- Spreadsheets
- Adobe Acrobat
- Word

### Sharing and Presentation:

- PowerPoint
- Google Slides
- OneDrive
- Canva

### Languages:

- English - Native
- Spanish - Fluent

### Art & Design:

- Adobe Photoshop
- Adobe InDesign
- Adobe Illustrator
- Canva
- Clip Studio Paint
- Color Theory
- Digital Painting
- Screen printing
- Drawing
- Caricature

# ROMEO MONTERO

Illustrator and Visitor Services Assistant

## PROFESSIONAL EXPERIENCE

### Freelance Illustrator – CardioSeeds LLC

*Dates of Employment: August 2024 – November 2024*

- Contracted to illustrate all assets to original children's card game including box art, game logo, and card illustrations.
- Character design and development and provided Art Direction regarding industry standard appropriate illustrations for kids.
- Delivered all artwork promptly and on schedule. Made adjustments as necessary and communicated professionally to client(s).

### Freelance Illustrator – ArtsQuest Foundation

*Dates of Employment: February 2024 – March 2024*

- Illustrated 18x24 full color poster for ArtsQuest Foundation's Levitt Pavillion Summer Concert Series.
- Selected out of a large pool of artist submissions from an open call; original illustration selected by jury after making it to the finalists.
- Presented at Musikfest Cafe to speak about experience illustrating poster for event.
- Artwork turned into promotion, merchandise, and more!

### Children's Book Illustrator – Shout Mouse Press

*Dates of Employment: May 2023 – August 2023*

- Collaborated on-site with youth author team to ensure accurate depiction of book characters.
- Created visual development for book including character turnarounds, background illustrations, and concept art for props.
- Illustrated 32 page interior and full color cover under quick 3 month turnaround.
- Communicated effectively and promptly with Art Director to meet all deadlines.

## CONTACT:

[fatsmyname@hotmail.com](mailto:fatsmyname@hotmail.com)

<https://romeoillustration.com/>

484-635-5620

## SKILLS:

### Organization & Office:

- Microsoft Outlook and Sharepoint
- Excel
- Spreadsheets
- Adobe Acrobat
- Word

### Sharing and Presentation:

- PowerPoint
- Google Slides
- OneDrive
- Canva

### Languages:

- English – Native
- Spanish – Fluent

### Art & Design:

- Adobe Photoshop
- Adobe InDesign
- Adobe Illustrator
- Canva
- Clip Studio Paint
- Color Theory
- Digital Painting
- Screen Printing
- Drawing
- Caricature

# ROMEO MONTERO

Illustrator and Visitor Services Assistant

## PROFESSIONAL EXPERIENCE

### Education, Engagement, and Exchange Intern - The Fabric Workshop and Museum

*Dates of Employment: December 2022 - August 2023*

- Researched different ways of museum engagement through current exhibit *Dream House* by Rose B. Simpson, specifically the Rose. B. Simpson Process Lab.
- Assisted with tours, ranging from sizes of 4 to 80 people, and facilitated screen printing workshops for all age groups.
- Assisted with winter, spring, and summer events under the Education team.

### Barista - Starbucks @ Target

*Dates of Employment: May 2021 - August 2022*

- Greeted guests and took accurate orders while working POS system.
- Memorized cafe specialty drinks and provided them to guests in a timely and accurate manner.
- Maintained cafe space through cleaning, restocking, and ambiance control.
- Performed closing duties, including POS close out, temperature checks, kitchen clean up, and cafe lock-up.

### Volunteer - Lehigh Valley Summerbridge

*Dates of Employment: June 2015-June 2018*

- Assisted with breakfast and lunch set up and clean up for students and ran student store. Organized clothing donation and built spreadsheet cataloging donated books for student use.
- Assisted with art lessons and in general classes that required extra hands. Lead several art lessons teaching fundamental art concepts and introduction to character design.
- Double-checked attendance for all students and called home for absences, received students for late drop offs and retrieved students for early pick-up.
- Assisted with field trips to college campuses.

## CONTACT:

[fatsmyname@hotmail.com](mailto:fatsmyname@hotmail.com)

<https://romeoillustration.com/>

484-635-5620

## SKILLS:

### Organization & Office:

- Microsoft Outlook and Sharepoint
- Excel
- Spreadsheets
- Adobe Acrobat
- Word

### Sharing and Presentation:

- PowerPoint
- Google Slides
- OneDrive
- Canva

### Languages:

- English - Native
- Spanish - Fluent

### Art & Design:

- Adobe Photoshop
- Adobe InDesign
- Adobe Illustrator
- Canva
- Clip Studio Paint
- Color Theory
- Digital Painting
- Screen Printing
- Drawing
- Caricature