

Alyssa Castillo

2D Environment Artist

CONTACT



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EDUCATION



California State University, Northridge,
B.A., Art - Animation

SKILLS



Adobe Photoshop CC
Adobe Flash CC
Excel
Outlook
Word
PowerPoint



Team Player
Work well in
high pressured
environments
Problem Solver
Organized

EXPERIENCE

- **HOSTESS/BUSSER/FOOD EXPO/SERVER: AUGUST 2015 - MAY 2017**
KATSUYA - 6200 TOPANGA CANYON BLVD, WOODLAND HILLS, CA 91367
 - Responsible for serving and delegating food and drink orders during service
 - Observant to guests needs to ensure high quality service
 - Responsible for insuring a team of staff is working smoothly and effectively
 - Promptly address customer service issues and refer to management when necessary
- **TV DISTRIBUTION, SALES PLANNING AND ADMINISTRATION TEMP:**
DECEMBER 2014 - JANUARY 2015
NBC UNIVERSAL - 10 UNIVERSAL CITY PLAZA, UNIVERSAL CITY, CA 91608
 - Responsible for overall sales support to the Domestic Sales Team
 - Generate, track, and distribute assigned sales reports as specified by the VP
 - Update internal product reports for sales team
 - Research rights and cable availability for new Film & TV product from the NBCU owned newtworks
- **HOSTESS: NOVEMBER 2012 - MAY 2013**
COOL HAND LUKE'S STEACKHOUSE/SALOON -
1321 NICHOLSON AVE, SANTA MARIA, CA 93454
 - Greet and escort guests to assigned dining area and present menus
 - Inform guests of current promotions
 - Showcase great customer service and customer satisfaction
 - Answer incoming calls to handle reservations, to-go orders, or any other service needed
- **AWARDS:**
 - Dean's List Spring Semester 2017