

Microsoft Word

Power Point

Google Docs

Google Slides

Adobe Premier Pro

Canva

Photoshop

Vimeo

Charcoal

Chalk Pastel

Drawing and Sketching

Acrylic Paint

Gouache Paint

Watercolor

Screen Printing

Skills:

Customer Service

Effective Communication

Organization

Event Planning

Creative Problem Solving

Time management



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(()) Elizabeth Moore Website

EDUCATION:

BFA in Studio Art Drawing and Painting. University Of North Texas. Denton. TX. 2023.

Associate of Arts Degree. McLennan Community College. Waco, TX. 2020.

WORK EXPERIENCE:

Hobby Lobby Lake Worth, TX Nov 8th, 2023- present

Assist with restocking and organization in a fast pace environment.

- Hired as seasonal and promoted to permanent associate Framing Department
- Trusted with a stretch assignments responsible for holiday returns in addition to regular responsibilities.
- Demonstrates professionalism with in-person and virtual customers.

Elderly Caretaker Homestead Nursing and Rehab, Hillsboro, TX July 15- August 11, 2021.

Selected to help assist with the care of a family friend's parent.

- Dedicated time to assist a family part time with care of an elderly parent.
- Developed effective, clear communication and planning.
- Managed care of patient.
- Thoroughly followed a routine and physically aided patient.
- Relayed important information back to family and nurses.

Inventory Fulfillment and Order Control Evans Standard Products, Cranfills Gap, TX Dec 2014/Aug 2017

Partnered with stakeholders to reorganize and liquidate inventory.

- Restructured and reorganized warehouse inventory and shelving.
- Boosted team motivation with team building exercises.
- Coached others on digital counting machines.

