



Josée Fortin

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Objective

To gain communication and collaborative skills and make connections in the professional world.

Skills

- DELF A2 & B1 certification in the French language
- Proficient in select Adobe programs, Microsoft Office, basic knowledge in Autodesk 3DS Max
- Punctual, strong independently and in team settings
- Quick learner and adaptable to many situations

Education

BFA – New Media / 2020, University of Lethbridge

Graduated class of 2020 with distinction, in a Bachelor of Fine Arts which specializes in a multidisciplinary look at animation, games, web and graphic design, and film production. Willingness to participate and help fellow classmates, high standards for achievement, always aiming to succeed and do well academically and socially.

Holy Trinity Academy / 2016, Okotoks

High school diploma from the French immersion program with an 89% overall average.

Experience

Nature's Hideaway Family Campground / July 2020 – September 2020

Front Desk

Tasks: Make reservations for campers over the phone, by email, and in person. Sell goods and handle other site-related transactions in the store. Clear communication with other staff members for wood deliveries, ice deliveries and other customer concerns. Requires knowledge of the booking program and ability to work with people of all ages.

Heritage Park / May 2017 – August 2019

Grounds Maintenance

Tasks: Keep park grounds tidy and presentable by picking up litter and changing garbage's, working in small teams to cut grass, set up and take down for events, transport gear and props. Requires knowledge of equipment and the ability to work cooperatively and independently.



Okotoks Dawgs Baseball Stadium / June 2016 – August 2016

Concession Cook

Tasks: Proper food handling safety, preparation and serving of food, cooperation with other staff, keeping each other on task and focused, efficient time management, customer service.

Freelance Artwork / 2015 – Present

Commissions

Tasks: Utilizing practiced illustration skills to make custom pieces for the client. Requires communication, understanding, independence and time management.

Camp Cadicasu / July 2013 – August 2014

Kitchen Staff

Tasks: Prepare meals, set up tables and clean dishes 4 times a day 6 days a week. Interacting with children and adults, enforcing rules and establishing boundaries. Cooperation with teammates and following instruction by supervisor.

Volunteer or Leadership

Undergraduate Student Representative for New Media / 2019-2020

Communication liaison between faculty and students, presenting and answering questions and concerns. Requires attendance to monthly faculty meetings and availability by email or other communication for the students.

Crossing Boundaries Symposium & Open House - University of Lethbridge / 2019

General volunteer available for set up of presentation spaces, registration assistant, and questions from visitors. Assisting the New Media table as a student example of the type of activities to expect and to share experiences.

Basketball Game Time/Scorekeeper / 2014 – 2016

Knowledge of the game played, communication with referees, coaches and players and other scorekeepers. Tracking of occurrences in game and on the sidelines, ensuring respect and understanding between all parties.

Assistant Coach – St. Mary's Elementary / 2012 & 2015

Teaching young girls sport skills, as well as sportsman-like behaviour and teamwork. Communication with the team and their parents, as well as other teachers in a professional manner at practice and tournaments.

References

Available upon request