



# MARIA FLEMING

1150 S. BIRCH ST #3-104, DENVER, CO 80246 | 719-580-4102 | MFLEMING\_5@YAHOO.COM

## Education

- 2005-2008 **Alamosa High School**, Alamosa, CO
- High School Diploma
- 2008 – 2013 **Metropolitan State University of Denver**, Denver, CO
- Bachelor of Fine Arts with a concentration in printmaking.

## Experience

- June – July 2006 **Office Assistant for Christine Cerbana at Colorado State University**, Fort Collins, CO
- Filing papers, mailing pamphlets, typing pamphlets, organizing the office.
- May – June 2009 **Temp at State Farm Insurance**, Alamosa, CO
- Filing papers, making copies, adjusting insurance policies, accepting insurance payments.
- May – August 2009 **Concessions at Ski Hi Movie Theater**, Alamosa, CO
- Serving Customers, Inventory, Cleaning Theaters
- 2009 – Present **4H Volunteer for Alamosa County Mad Hatters Club**, Alamosa, CO
- Assist with projects and activities, give lessons on clothing techniques such as screen printing, batik, and iron on appliqué
- Summers 2010-2012 **Volunteer at Ventero Open Press**, San Luis, CO
- Sell coffee and artwork to customers, assist students with their art and use facilities to create art.
- Summers 2009-2011 **Assistant for CSU Cooperative Extension SLV Area Office**, Alamosa, CO
- Computer work, designing flyers, general office work, coordinating and administering programs such as the Healthy Habits Mobile Kitchen, assisting with classes such as the nutrition class we provided to the Center, CO summer program, chaperoning during State 4-H Conference, Adult Counselor/Nutrition Class Assistant at Beaver Creek Conservation Camp, assist with county fair and fashion revue.
- Spring 2012 **Drawing Studio Assistant, Metropolitan State University of Denver**, Denver, CO
- Studio maintenance, monitor studio during open studio hours, assist students during open studio time, computer and large-scale printer maintenance, create technique demonstration examples for use in the courses, curate display cases.

2012                    **Printmaking Studio Assistant, Metropolitan State University of Denver, Denver, CO**

- Studio Maintenance, assist professor with students, give technique demonstrations, assists students with processes, curate display cases, inventory and replace supplies, manage and maintain large Epson printers.

Summer 2012            **Summer Intern for CSU Cooperative Extension Broomfield Office, Broomfield, CO**

- Planned for and taught nutrition classes at Broomfield's summer youth camp program. Assisted with 4H events and programs.

## Skills

Adobe Photoshop and Illustrator 3-5, MS Office, skilled with both Mac and PC operating systems, design, printer use and maintenance, offset printing, screenprinting, teaching all age levels, art, organizing, cataloging, food preparation and safety, fiber arts, cashier skills, and animal care.

## References

- Barb Hale: 303-868-6251, Professor
- Mary Ellen Fleming: 719-588-2086, Employer
- Jacob Custer: 720-210-3353, Professor and Supervisor
- Sandra Lane: 303-566-3095, Professor and Supervisor
- Jennifer Garner, Professor  
Metropolitan State University of Denver  
Department of Art  
Campus Box 59  
PO Box 173362  
Denver, CO 80217-3362