

# GRIFFIN CROSS

Writer

7057 Robb St., Arvada, CO 80004 •

(720) 755-4475 •

griffincassidycross@gmail.com •

## OBJECTIVE

Writer, scenic technician, and graphic design hobbyist with years of writing experience. Several of my published pieces can be found on Tabletopia.com. I have a B.A. in English Literature and Creative Writing, with a minor in Spanish. Looking to apply my passion and experience in a professional role.

## PROFESSIONAL EXPERIENCE

### REED ART & IMAGING – Lakewood, CO

CNC Operator, September 2021 – December 2022

- Oversaw and QC'd art pieces across many stages of the production process
- Wrote procedure manuals and edited inventory lists
- Designed in vector-based programs
- Operated and repaired CNC machine
- Utilized computer software programs to track and organize workflow
- Quality-checked finished pieces for dirt, defects, accuracy, etc.
- Maintained a safe, organized, and clean work area

### UNITED HAIL PROS – Arvada, CO

Sales Associate, April 2020 – August 2020

- Edited documents such as employee manual and memos
- Answered many phone calls daily, recording details and providing info for customers
- Responded to customer concerns and arranged meetings with technicians

### BELOIT THEATRE COMPANY – Beloit, WI

Scenic Technician, February 2017 – May 2020

- Designed scenery and workshop blueprints for construction
- Led teams of students to complete large projects on short deadlines
- Used power tools to construct sets and furniture, and repair props
- Operated lighting boards under strict timing
- Organized and prepared lighting and sound equipment

## EDUCATION

### BELOIT COLLEGE – Beloit, WI

B.A. in English Lit and Creative Writing, May 2021

Graduated magna cum laude

## ADDITIONAL SKILLS

- Expert in Microsoft Office, experienced with Excel
- Educated in Spanish
- Self-direction
- Web and tech savvy, require little to no training