



P.D.CANTU
2513 Boxwood Harlingen Texas 78550
Tel/ (956) 358-0704 Email/ Shemida1@yahoo.com

- **Position Sought**

Entry Level, Graphics/ Media Artist

- **Academic Qualifications**

August 1989

Received GED from the State of California. My Standard Score Average ranked higher than the average for Graduating students across America. Studying at TSTC for Graphic Arts Associate.

Currently

- **Alternate Education**

October 90-June 91

Various 'English as a Second Language' workshops. Employed by Lemon Grove School District as a Bilingual Teachers Aide. During the course of this January 2003

Level I & II Security Officer Training. On 1/27/03, I successfully passed the Level I and II Non Commissioned Security Officer Training

- **Work Experience**

October 90-June 91

Bilingual Teachers Aide

2001-02

Assisted at a local retail store

- **Special Skills**

Spanish

employment I was required to attend five (5) workshops on bilingual education. No Certificates were issued

Course required by the State of Texas at Bay Area Career Training Center Cln: F00937. I was issued a certificate for both Levels I and II.

Lemon Grove Middle School, Lemon Grove, California. Assist the Teacher with ESL Students.

I ran the store for the owner during the day when he needed to run errands.

I speak, read and write Spanish fluently. I am also somewhat fluent in Business Spanish.

Computational skills

I am currently running a Windows XP operating system IBM compatible at home. I have many end-user skills and am considered a 'power user'.

Adobe Products

I currently use Adobe Products such as Premiere, After Effects, Illustrator, Photoshop, & Indesign.

Office Procedures

I have some experience in filing, organizing and maintaining the records necessary for most office situations.

Notary Public

I have exercised my Notary Commission since 1/28/02, it expired on 1/28/06. Term of Appointment 12410287-1.

Office Equipment

I have used Gestetner, Computers: Macintosh (G4's and G5's with OS 9 and OS 10x) and IBM Compatibles running Windows 3.1-XP, their printers, scanners, fax machines, telephone answering, copiers, some experience with credit card machines, cash registers, check processing, 10 key calculators, etc.