



# Gabriella G. Sunyak [gabriellags.com](http://gabriellags.com)

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## Experience

### Artis–Naples

#### Patron Services Representative, September 2018 to Present

- Providing customer service for all patrons over the phone and in person at the box office
- Assisting in handling of donations, processing tax credits

### Museo Egizio, Turin, Italy

#### Institute for Field Research, June 2018 to July 2018

- Conducted research with the Museo Egizio using the museum collection and library to create an exhibit design
- Studying, analyzing, and handling of Ancient Egyptian objects
- Study of museology and accessibility of public facilities, and the ways in which a museum can impact a community

### Tales of the Cocktail, New Orleans

#### Registration Manager, July 2007 to January 2018

- Liaison between our partner hotels and Tales
- Training and managing a team of 8 in assisting all Tales attendees with checking in to the festival
- Troubleshooting system errors and ensuring a seamless customer service process for all attendees
- Working with designer and outside printer to complete all event signage and printed guides

#### Partnerships Assistant, June 2016 to January 2018

- Creating sponsorship decks and materials to share with existing and potential partners across the globe
- Assisting in various office tasks as simple as sorting mail and logging finances

### Shawn M. Donnelley Center for Non–Profit Communication Graphic Design Team, January 2018 to May 2018

- Worked closely with local non–profits to better their brand and presence in the community
- Client work included logo creation, ads for print, brochures, and overall branding through the use of Adobe Creative Suite

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Naples, Florida

## Certifications

BarSmarts

## Skill Set

Microsoft Office  
Adobe InDesign  
Adobe Photoshop  
Adobe Illustrator  
Podio CRM System  
Omeka Digital Collections  
Quickbooks  
Tessitura

## References

Emily Coleman  
Director of Partnerships  
Tales of the Cocktail  
egbcoleman@gmail.com  
504–948–0511

Ann Tuennerman  
Former Director and Founder  
Tales of the Cocktail  
ann.tuennerman@gmail.com  
504–343–4285

Kevin Erndl  
President  
T2 Aquatics  
kevin@t2aquatics.com  
239–398–8312

## Experience

### **Ruffalo Noel Levitz Call Center, New Orleans**

**Student Caller**, October 2015 to June 2016

–Speaking over the phone and collecting survey information regarding potential incoming students

### **Center for International Education, Loyola New Orleans**

**Office Assistant**, January 2015 to May 2016

–Office tasks such as filing, handling immigration papers, international mail, communicating with international students, and assisting in event setup and breakdown

### **Student Government Association, Loyola New Orleans**

**Director of Public Relations**, May 2015 to October 2015

–Created daily posts on official Twitter, Facebook, Instagram, and

Snapchat to promote events

–Created event fliers, graphics, and assisted in event production

## Traditional Skills

Watercolor  
Acrylic  
Gouache  
Illustration  
Composition  
Hand Lettering

## Education

### **Loyola University New Orleans**

**B.A. in Mass Communication**, 2014 to 2018

Minor in Studio Art