



Nadia Garza

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Education

The Art Institute of Dallas - Dallas, TX

June 2011

Associate of Applied Arts in Fashion Design

Skills

Microsoft Office

Adobe Photoshop

Adobe Illustrator

Gerber

Illustration Drawing

Technical flats

Pattern Making

Bilingual (English/Spanish)

Internship

Abi Ferrin – Dallas, TX

April 2011-June 2011

- Ensure all merchandise is tagged and sized for this fashion apparel showroom
- Put together all orders for select high-end boutiques, especially Nordstrom orders
- Quality controlling all garments ensuring they are at its best quality ready for tagging
- Maintain the organization of the studio to be ready for production
- Work at "Women Expo" by providing customer service and helping in the set-up

Work Experience

Un Deux Trois- Dallas, TX

October 2011-May 2013

Sales Associate

- Provide professional service to the customers in a high-end boutique environment.
- Create window merchandising and in- store displays, to promote new merchandise to the customer
- Receive shipments, replenishment, fitting room go-backs, markdowns, and cash wrap
- Assists in preparation of physical inventory

Express – Fairview, TX

September 2010-December 2010

Sales Associate

- Provided exceptional customer experience through offering assistance when needed
- Ensured product is on the floor and sized appropriately and all customers have a quick and efficient cash wrap experience
- Stocking, cleaning and folding merchandise
- Product knowledge and providing styling advice to customers

Kirkland's -Frisco, TX

May 2004-November 2004

Sales Associate

- Provide an inviting, enjoyable, and fulfilling experience for all guests
- Use creativity for store displays
- Stock and retrieve merchandise from the stockroom and the sales floor

Tong Yang Group-McKinney, TX

June 1999-May 2003

Office Assistant

- Greet and acknowledge all customers and visitors and direct them appropriately
- Answer incoming calls and direct calls correctly.
- Data entry and file documents
- Process company's bills and turn them in to accounts receivable

Organizations

Iglesia Buenas Nuevas, Choir member

Bible Study Club 2010, The Art Institute of Dallas