

JANET BRUESSELBACH

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Forest Hills, NY 11375

I am seeking art opportunities and employment related to science, technology, or publishing, where I can apply my energy, initiative, skills and experience in painting, design, and more.

Employment History – Primary

2002-
Responsibilities: **PORTRAIT PAINTER & GRAPHIC DESIGNER** **Self**
Arranging sittings and meeting deadlines for oil portraits, illustration and figurative art
Maintaining brand, contacts, website, and funding in large projects and on commission
Specializing in book and two-dimensional print design
Multiple solo exhibitions in NYC under self-representation

2012-2016 **MANAGER** **St. Mark's Bookshop**
Owner Bob Contant 136 East 3rd Street
(212) 353-8259 New York, NY 10003

August 2015- February 2016: **Consignment & Cards Manager**

Responsibilities: Review submissions and maintain relationships with book & card vendors
Run crowdfunding campaigns
Design printed signage and online images

June 2013–December 2014: **Marketing/Web Liaison**

Responsibilities: Assemble lists of weekly best sellers & new arrivals, promote on social media
Create product listings on ABA site and in Wordstock
Drupal, html, css, Wordstock, Microsoft Office,
Facebook, Twitter, Google Analytics, Constant Contact.
Corresponding with writers, organizing and promoting events
Retail merchandising, table displays, web merchandising
Run register, customer service, order books, shelve, check stock

2009-2012 **MANAGER** **A Gathering of the Tribes Gallery**
Director Steve Cannon 285 E 3rd St. New York, NY 10009
(212) 674-3778 www.tribes.org

Responsibilities: Edit art for Issue 13 of A Gathering of the Tribes literary magazine.
Select artists, maintain and run alternative exhibition space, website
Organize and curate group and solo shows
Write press releases and promote through mailing list and media
Perform office and as-needed work for blind executive
Design and distribute postcards and signs
Unpack, install, handle and label artwork. Basic carpentry and electric.
Write reviews and travelogues, and edit articles in Wordpress.

2006-2011 **BOOKSELLER** **Shakespeare & Co.**
716 Broadway, New York, NY

References

Stewart Cauley stewart.cauley@gmail.com (646) 246-9107 (Art Director)
Terence McCoy, teringmcc@mindspring.com (212) 260-0443 (Bookstore owner)
John Jacobsmeyer, johnj@nyaa.edu (718) 208-0869 (artist / educator)

