

ALEXA GROUEFF

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// EXPERIENCE //

Studio Manager

Katalin Green Event Design in Bozeman, MT

-Executive Assistant

-Management and coordination of events, vendors, warehouse inventory, and shipments

-Installation of large-scale floral walls, hanging décor, staging

-Organization of inventory, assisting clients with private appointments

-Assistant creative stylist for photo shoots/Social Media Account Manager

-Editing and writing contributions to Montana Bride Publication

-Floral/ Décor concept and design/Implementation

September 2015 - May 2019

Apprentice Welder/Fabricator

Media Station Design Works Bozeman, MT

Graduate of Gallatin College Welding Program

-Assisted with welding and fabrication for signs and sculpture

-Maintained organization of shop, organized, and prepped pieces

-Assisted with the fabrication of a large 35ft. commissioned sculpture for the Missoula College

-Assisted with the fabrication of a historically accurate theatre marquis for a music venue

May 2016- Jan 2017

Freelance Makeup Artist

Bozeman, MT

- Certified Makeup Artist Graduate via Media Makeup Academy NYC

-Experience working on multiple commercial film shoots, music videos, political campaign ads, and editorials as head MUA and wardrobe

September 2014 – Currently

-Experience with skincare/spa/makeup retail, scheduling and sales (Indulgence in Bozeman, MT)

- www.alexamae.com for portfolio

// EDUCATION //

Bachelor of Sciences Anthropology

College of Charleston

Charleston, South Carolina 2010

// SKILLS //

· Makeup Artist, Freelance: experience with film/commercial/photoshoot

· Welder, assisted in sculpture and sign fabrication

· Yoga/SUP Teacher 200hr. Certification, 2+ years teaching experience

· Kevin Zraly Windows on the World Wine School

// REFERENCES //

- Mrs. Katalin Green, Owner CFO Katalin Green studios, Previous Employer 406.581.3594
- JP Gabriel, Montana Filmlites 406.581.1423

