

Henry Fillmore

CONTACT

Email

whfillmore@dons.usfca.edu

Phone

970.275.0095

Website

henryfillmore.com

LinkedIn

<https://www.linkedin.com/in/henryfillmore/>

Location

San Francisco, CA

EDUCATION

University of San Francisco *May 2024*

Bachelor of Arts (B.A.), Design

Overall GPA: 3.70, Dean's List for 7 semesters

Relevant Coursework: UI/UX Design,

Typography, Advanced Typography, Critical

Brand/Package Design, Design & Social

Change, Design Fundamentals, Visual

Communication I & II, Digital Media Design,

Color Theory

SKILLS

Technical

Adobe Illustrator · Photoshop · InDesign · Figma

Google Slides · Docs · Procreate

Square Space · Basic HTML · Basic CSS

Prototyping · Branding · Logo Design

Soft Skills

Writing · Research · Communication

Adaptability · Collaboration · Problem Solving

Public Speaking · Conflict Resolution

EXPERIENCE

University of San Francisco

San Francisco, CA

Art & Architecture

August 2023 to Present

Front Office Assistant

- Design posters and social media content promoting events and job opportunities, increasing engagement and interest in community events and job openings.
- Distribute promotional material throughout campus, increasing visibility and attendance of events.
- Manage office supply inventory and orders, ensuring availability of necessary items and preventing disruptions in daily tasks.

City of Crested Butte

Crested Butte, CO

Parks & Recreation

June - August 2022 & 2023

Summer Park Maintenance Employee

- Conducted regular safety checks and maintenance for park equipment and facilities, minimizing accidents and extending the lifespan of equipment.
- Trained newly hired staff in the execution of park responsibilities, establishing a unified approach to park maintenance.
- Supervised a team of three maintenance staff members in the completion of various park duties, ensuring consistency and quality across parks.

OffCenter Designs

Gunnison, CO

Shop Assistant

June 2019 - August 2021

- Managed textile embroidery operations for three commercial embroidery machines, producing 50+ embroidered textiles per day.
- Oversaw the print production of signs, banners, and sticker orders, improving local businesses within the community.
- Produced content for social media platforms, leading to a more visually cohesive online presence and a 15% increase in orders.
- Executed onsite signage installations for a variety of clients, meeting specific business needs and ensuring client satisfaction.
- Trained new employees in machinery and work ethics, ensuring a seamless transition and uninterrupted operations.