

PARKER OLVERA

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WORK EXPERIENCE

Freelance Contract Work

Self-Employed Graphic Designer [Jan 2023–Present]

- Communicating with clients throughout the design process to cater to their wants.
- Designing and preparing deliverables according to how and where they will be used.
- Clients include: Invictus Archery, Black Mountain Bowmen, Santa Clara Corvettes.

SJSU Center for the Development of Recycling

Santa Clara County Recycling Hotline Manager [Jan 2023–May 2023]

- Rapidly provided accurate information to a high volume of customers.
- Trained interns in navigating databases and processing appointment requests.
- Managed guiding customers by phone, email, and live chats simultaneously.

SJSU University Housing Services

Front Desk Team Office Associate [Nov 2021–May 2022]

- Attended to the needs of residents by providing information and resources.
- Created a safe living environment while providing excellent customer service.
- Maintained organized and accurate documentation within team-used records.

Walmart Neighborhood Market

Online Grocery Pick-Up Associate [Oct 2020–Jul 2021]

- Collaborated in a fast-paced, team setting to fulfill high volumes of orders.
- Maintained the safety and cleanliness while providing customer service.
- Familiarized myself with several departments to assist wherever needed.

VOLUNTEER WORK

SJSU Department of Art and Art History

Print Studio Monitor [Jan 2025–Present]

- Assisting students with technical questions about various printing processes.
- Supervising proper usage and storage of hazardous materials and dangerous tools.
- Cleaning and maintaining equipment, machines, and spaces used for printing classes.

Club Archery at SJSU

President [Jan 2024–May 2025]

- Oversaw all operations pertaining to practices, competitions, and long-term goals.
- Facilitated weekly officer meetings to assess upcoming events and delegate tasks.
- Maintained community standards that align with the policies of SJSU Club Sports.

SJSU Design Lab Technicians

Senior Graphic Design Lab Supervisor [Aug 2023–May 2025]

- Ensured safety by monitoring machines in use and checking for hazardous materials.
- Maintained various machines and ensured their resources are fully stocked.
- Instructed students about fabrication intricacies and proper machine use.

Club Archery at SJSU

Marketing Officer [Aug 2022–Jan 2024]

- Ensured brand cohesion across social media platforms, web, and print applications.
- Designed, fabricated, and distributed materials for recruitment and merchandising.
- Photographed, edited, and posted documentation of important events.

EDUCATION

San José State University

BFA Graphic Design [Fall 2020–Spring 2025]