



Allison Jordan

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Objective

I am looking for a fashion design position with a company where I can apply my unique combination of fashion design training and costume design experience to help produce new and fresh collections. As a result of numerous internships, a creative drive, and a willingness to relocate, I am ready to help your company succeed!

Areas of Excellence

- | | | |
|-----------------------------|------------------------|--------------------|
| -Trend research/Forecasting | - Fabric Direction | - Line Development |
| -Pattern Making | -Illustration | -Textile Knowledge |
| -Trims | -Product Development | -Adobe Illustrator |
| -Garment Fit Evaluation | -Draping | -Time Management |
| -Clothing Construction | -Strong color sense | -Organization |
| -Verbal communication | -Written Communication | -Public Speaking |
| -Work well in a team | -Work well alone | -Type 64words/min |
| -Microsoft Word | -Microsoft PowerPoint | -Microsoft Excel |

Career Highlights

Washington National Opera

Costume Intern/Stitcher--- January 2010-April 2010

- Worked as an intern along side of the drapers, first hands and other stitchers in the costume work room.
- Altered principle character costumes and other women's, men's, and children's costumes
- Applied and created piping, grommets, boning and covered buttons for principle and chorus costumes.
- Created full bodices for costumes
- Provided work on par with stitchers and was asked to work on as needed basis for over hire.

Ugly Betty

Costume Intern ---June 2009-August 2009

- Picked out/designed one of the costumes the main character Betty had on in a season four episode
- Organized the wardrobe room including belts, shoes, jewelry and wardrobe worn by the cast
- Picked up and delivered costumes and accessories throughout New York City
- Worked as a wardrobe assistant and organized the wardrobe trailer for offsite shoots
- Copied and maintained receipts of purchases and borrowed inventory
- Made a record of costume inventory coming in and leaving the studio

Signature Theatre

Costume Design Intern/Assistant ---June 2005- August 2006

- Designed a new photographic inventory of the theatre's costumes
- Researched material for the theatre's production of *My Fair Lady*

- Coordinated and pulled inventory from other theatres in the DC area such as Shakespeare and Wooley Mammoth.
- Assisted with the purchase and creation of costumes for multiples shows at the theatre
- Assisted in the creation of wigs worn by principle characters
- Responsible for cutting and sewing the backdrops for various productions
- Helped strike set and costume areas after shows
- Safely transported costumes to move to new theatre.

Arlington Public Schools

Sewing Teacher for Enrichment Program ---June 2007- December 2007

- Taught middle school aged children the basics of machine and hand sewing
- Fashioned my own lesson plans and activities for the kids
- Created step by step examples of projects to guide the children in their learning

Arlington Public Schools

Accounting and Finance Assistant ---July 2007-August 2008

- In charge of data entry of paid and outstanding bills for the entire school system
- Sorted and delivered confidential departmental mail
- Organized and maintained files of paid bills
- Created financial spreadsheets

Education

Bachelor of Arts Degree

Marymount University, Arlington Virginia, May 2010

Major in Fashion Design and Minor in Fashion Merchandising
Graduated Summa Cum Laude

Notable Accomplishments

- National Association of Men's Sportswear Buyers Foundation, Arthur H Taylor Award, 2010
- Collaboration Designer with USAID Macedonia Competitiveness Project, 2010
- Academic Excellence Award for Fashion Design, Marymount University, 2010
- Design was featured in 2010 summer edition of Council Magazine, 2010
- Design was featured on Teen Vogue online website, 2009
- Finalist in Fashion Group International Scholarship, 2009
- Honoree at the French Embassy Dior Night, 2009
- 2009 Technical Specialist for Marymount University's annual fashion show Portfolio in Motion, 2009
- Who's Who Among Students in American Universities & Colleges, 2010
- Dean's List at Marymount University, Fall 2006-May 2010
- Delta Epsilon Sigma Honor Society, Inducted 2009