

Tracy L. Conway

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OBJECTIVE

Consideration for position as a prop maker, scenic painter or general construction

EXPERIENCE

Owner/Manager; Woodworker

The Green Dragon

Slidell, Louisiana

August 2005 to Present

- ❖ Design and construction of a variety of wooden objects including Hand Turned Magic Wands, Vampire Stakes, Zen Benches, Trestle Benches, Druid Sticks, Nine Pin Sets, Miniature Trebuchets, Band-sawn Boxes, Dovetailed Chests, Turned Goblets, Drinking Tankards, Mugs, Box Drums, Ashiko Drums and a Collapsible Guitar Stand.
- ❖ Many items were designed and custom built to client's specifications.
- ❖ Participated in various festivals and presented historic information on many replica items in order to generate sales.
- ❖ Excellent problem solving abilities.
- ❖ Responsible for design, maintenance and advertising of merchant website.
- ❖ Designed company business cards for marketing purposes.

Marketing Manager Volunteer

Anything Geauxs

Slidell, Louisiana

February 2012 to September 2012

- ❖ Implemented online marketing campaigns to develop client relationships.
- ❖ Developed suitable events tailored to clientele.
- ❖ Contacted promoters to arrange live performances.
- ❖ Utilized social networking outlets to promote events.
- ❖ Designed flyers, business cards and miscellaneous promotional materials.

Self-Published Author

"I Wandered from New Orleans: Poems from the South"

Slidell, Louisiana

June 2010 to August 2010

- ❖ Formatting of manuscript and cover art using Microsoft Word, Adobe Acrobat Pro and Photoshop.

- ❖ Selection, design and placement of photographs used throughout the book.
- ❖ Responsible for design, maintenance and advertising of author website through My Space, Facebook, Twitter and various Blog sites including Word Press and Blogger.
- ❖ Responsible for setting up merchant payment services on website.
- ❖ Utilized tracking system based on visitor and keyword activity to improve website and blog performance.

Cabinet Maker, Woodworker

Chase Cabinet Company

Covington, Louisiana

June 2008 to Present

- ❖ Responsible for milling and assembly of various types of custom ordered cabinets, furniture and miscellaneous items constructed for the marine industry.
- ❖ Work from CAD plans to produce final product.
- ❖ Responsible for manufacturing new jigs and templates to produce accurate and consistent results during assembly.
- ❖ Stain and finish cabinet parts as necessary.
- ❖ Operation of CNC Edge Banding machine.
- ❖ Use of production grade pocket hole machine.
- ❖ Assemble pallets, sort and label items for shipping.

Owner/Manager; Painter, Furniture Restoration

TLC Paintwerks & Woodwerks

Slidell, Louisiana

April 2004 to June 2008

- ❖ Responsible for bidding jobs, determining necessary quantity and selection of suitable materials.
- ❖ Communicated with General Contractors and homeowners to achieve ideal results.
- ❖ Responsible for design and maintenance of company website.
- ❖ Used Microsoft Word and Excel programs in communications and tax record compilations.
- ❖ Typing speed 80 wpm.
- ❖ Set weekly goals with employees to maximize efficiency.
- ❖ Painting, repair and touch up of new construction and residential homes.
- ❖ Proficient with use of typical airless spray equipment.
- ❖ Refinishing and repair of wooden exterior and interior doors.
- ❖ Furniture repair and refinishing.
- ❖ Mixed custom stains to match original color of piece.

Office Clerk

Fairview-Riverside State Park

Madisonville, Louisiana

July 2002 to June 2004

- ❖ Responsible for greeting and directing guests arriving at the park.
- ❖ Answered phones and provided general information on the park as well as site availability.

- ❖ Duties included checking in campers and collecting fees from Otis House Museum guests, day use visitors and overnight guests.
- ❖ Frequent use of the Microsoft Word and Excel programs.
- ❖ Responsible for typing weekly paperwork.
- ❖ Responsible for typing yearly employee performance reports.
- ❖ Filed paperwork accordingly.

Interpretive Employee; Otis House Museum

March 2003 to June 2004

- ❖ Assigned to give tours of the Otis House Museum at Fairview-Riverside State Park on a part-time basis.
- ❖ Required to research and present information to school groups and the general public relating to various topics of historical significance.
- ❖ Participated in many historical and naturalist interpretive programs throughout the year.
- ❖ Responsible for observation during movie productions to ensure integrity of museum grounds and structures.

Woodworker / Antique Restoration

Studio of Michael P. McDunn

Greenville, South Carolina

October 1998 to June 2002

- ❖ Consistent use of general hand and power tools.
- ❖ Built various types of custom ordered furniture, cabinets and other projects using both fine woods and plywood.
- ❖ Repaired Antique and broken furniture.
- ❖ Reproduced missing pieces of molding and other wooden parts during restoration projects.
- ❖ Stripped and refinished furniture, applied finishes such as lacquer, varnish, French polish, gold leaf and paint.
- ❖ Sprayed various types of finishes using HVLP and compressed air sprayers.
- ❖ Applied distressing and aging techniques to furniture.
- ❖ Cut traditional dovetail joints with hand tools.
- ❖ Reproduced broken spindles and created unique pieces using wood lathe.
- ❖ Utilized specialty tools such as the Multi Router and Leigh Dovetail Jig.
- ❖ Performed general milling using many types of regional and exotic woods.

Counter Top Laminator

Trim-pak

Orlando, Florida

April 1998 to August 1998

- ❖ Laminated custom kitchen counter tops and splashes.
- ❖ Assisted in working from plans to create the final product.

Woodworking Apprentice

**Hogan's Furniture of Tomorrow
Slidell, Louisiana**

March 1995 to March 1998

- ❖ Assisted in fabrication of custom cabinets and various woodworkings.
- ❖ Learned techniques needed to apply both lacquer and water based finishes.
- ❖ Repaired and refinished damaged furniture.
- ❖ Learned proper use of power tools including table saw, band saw, scroll saw, miter saw, radial arm saw, jointer, shaper, planer, router and all types of sanders.

Actor

**Terror on Church Street
Orlando, Florida**

October 1992 to August 1994

- ❖ Performed various roles in year round haunted house attraction designed to terrify the average tourist.
- ❖ Responsible for applying make up to my characters as needed and generating a high level of fear from our guests.

Attractions Hostess / Trainer

**Walt Disney World Company
Lake Buena Vista, Florida**

August 1991 to June 1992

- ❖ Performed various duties in *The Haunted Mansion* and *Pirates of the Caribbean* attractions.
- ❖ Responsible for training new cast members in the *Pirates of the Caribbean* attraction.
- ❖ Responsible for maintaining a high degree of customer service.