

Paris Chumley

Howdy! I am a vibing illustrator, animator, graphic designer, and experienced human resource employee that is hardworking and innovative with an extraordinary creative design background. Willing to relocate and/or telecommute.

Sacramento, CA 95834

contactswagginmun@gmail.com

ART JOB EXPERIENCE

(Non-Artistic Job Experience on next two pages)

Freelance Work, Sacramento, CA

January 2014 - Present

Notable client: *Hit Point Press / The Deck of Many*

- Commission work includes sketches, linearts, rendered illustrations, character reference sheets, animation, graphic designs for companies
- Worked on a variety of non-profit & for-profit online zine, animations, illustrations, and graphic designs
- Worked with clients online and in person to provide them with a variety of different projects
- Able to provide clients with rendered products on a short schedule
- Experience creating storyboards, design catalogues, comic strips, and comic layouts
- Professional collaboration with others to produce amazing work through compromise and communication

EDUCATION

University of California, Davis, CA — BA in Graphic Design

August 2012 - June 2017

RECENT PROJECTS

-Metallic Hot Pot, WHITE, Neverfell — *Independent Comics created by myself*
[IN DEVELOPMENT] - January 2015 - 2020

-Deck of Many Animated Cards — *Contract work for Hit Point Press Animated NPC Cards* -
April 2020 - July 2020

-Shiny Reanimated — *A Non-Profit "Moana" Fan Animation Collaboration Submission* -July
2020

-New Beginnings Zine — *A Non-Profit Black History Month Graphic Design Submission* -
January 2020

-Be Prepared Reanimated — *A Non-Profit "The Lion King" Fan Animation Collaboration*
Submission - July 2019

-SonicX Reanimate — *A Non-Profit Sonic the Hedgehog Fan Animation Collaboration*
Submission - February 2019, March 2020

PORTFOLIO WEBSITE

<https://swagginmun.com>

PROGRAM EXPERIENCE

Adobe Creative Cloud Programs

Aseprite

Audacity

Blender

Clip Studio Paint

FL Studio 20 (Producer)

Microsoft Office

Paint Tool Sai

Storyboard Pro

ToonBoom Harmony

ZBrush

CORE WORK SKILLS

Adaptable

Quick Learner

Conflict Mediator

Can work independently or as a team
member

Professional Communication Skills

NON-ARTISTIC JOB EXPERIENCE

Human Resource Records Generalist, Sacramento, CA — UC Davis Medical Center Human Resource

June 2017 - August 2019, December 2019 -May 2020, October 2020 - Present

Received an Excellence UCPATH in February 2020

- Perform filing duties, scanning of confidential information along with uploading professional documentation to web server for future retrieval
- Perform document disposal duties of shredding of confidential information
- Work for three departments within UC Davis Medical Center to ensure successful administrative coverage (Records, Medical Illustration, and General Administration)
- Data entry of health system employee transfers, extensions, promotions, and funding changes
- Responsible for interfacing with Clinical Staff on capturing crucial credentialing data to be uploaded to the OnBase Record Management System
- Instrumental in ensuring appointments are verified, calls are directed to the appropriate parties within the organization, and creation of campus identification cards for all new employees
- Head of file recall project, managing document file retrieval from archives, scanning, recording, and properly disposing of all confidential documentation
- Responsible to cover Receptionist desk, which responsibility includes directing calls to other employees, refer callers to other departments within - UC Davis Medical Center such as Payroll, Nurse Recruitment, and Benefits, and assist and sign in employees for onboarding
- Responsible for distribution and accounting of service award pins for employees in UC Davis Medical Center
- Monitored and facilitated interviews for potential student hires
- Trained student and temporary hires to perform duties such as, but not limited to, scanning confidential documentation, proper disposal of said documents, and reviewing proper data entry of new hires, distribution of employee service award pins, promotions, demotions, and transfers.
- Responsible for confirming UC Davis Medical Center employee license delinquency and updating the Onbase database
- Training on UCPATH System; to be used in tandem / replacement of PeopleSoft for the UC System
- Responsible for interviewing new student hires, providing immediate responses to and facilitating interview times and questions for each interviewee

Human Resource Student Assistant, Sacramento, CA — UC Davis Medical Center Human Resource

November 2015 - June 2017

- Perform filing duties, scanning of confidential information along with

uploading professional documentation to web server for future retrieval

- Perform document disposal duties of shredding of confidential information
- Work for three departments within UC Davis Medical Center to ensure successful administrative coverage (Records, Medical Illustration, and General Administration)

Administrative Support, Rocklin, CA — VISDA, LLC

June 2012 - Present

- Responsible for filing, scanning, and uploading professional documentation to the web server for future retrieval.
- Data entry of corporate expenses along with validation of expense categories for corresponding expenses for tax purposes
- Performed document disposal duties of shredding of confidential information
- Interior design consultation
- Showcasing household for rent to potential renters