

Jacob Black

Athens, GA | (678) 395-1334 | blackjacob082@gmail.com

EDUCATION

University of Georgia

Athens, GA

Bachelor of Arts, Entertainment and Media Studies

2022 - Present

- Hands-on experience with Adobe Creative Suite
- Demonstrated ability to think critically, solve problems creatively, and adapt to new challenges in the dynamic field of entertainment and media
- Active involvement in *The Industry*, the Entertainment and Media club at UGA

WORK EXPERIENCE

Mama's Boy

Athens, GA

Front of House Service Staff

Aug 2024 - November 2024

- Provided exceptional customer service, ensuring an enjoyable dining experience for guests by promptly addressing requests and maintaining a welcoming atmosphere.
- Managed high-volume service periods efficiently, multitasking between seating, order-taking, and table management to maintain smooth operations during peak hours.
- Collaborated effectively with kitchen and bar staff to coordinate food and drink orders, ensuring timely and accurate delivery to customers.

Premium Retail

Athens, GA

Merchandiser

Dec 2022 - June 2024

- Implemented merchandising plans and visual directives in retail locations, ensuring product presentation and placement met brand standards and objectives.
- Managed time effectively to meet deadlines and prioritize tasks, showcasing reliability and accountability in a part-time merchandising role.

Walgreens

Canton, GA

Shift Lead

Oct 2020 - Jan 2023

- Oversaw daily tasks and responsibilities, including cash handling, inventory management, and customer inquiries, maintaining high standards of accuracy and efficiency.
- Collaborated with management to optimize store layout and merchandise displays, contributing to increased sales and customer satisfaction.
- Acted as a reliable point of contact for team members and management, demonstrating flexibility and adaptability in handling various tasks and responsibilities as required.

PROJECTS

- **Roman Tragedy** - A student produced web series at the University of Georgia. I served as a 1st Assistant Editor for the third episode, which included reviewing the dailies footage and working with the director to choose the best shots, then creating the assembly cut and credits. I also served on the social media team which included creating, reviewing, and scheduling posts for the web series' instagram.