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| Ruth Headlam*New York, NY | nicki96ruthie@gmail.com | xakani.com* |
| Contact |  | Experience |
|  | **nicki96ruthie@gmail.com** |  | **284Foundation Volunteer***Road Town, Tortola, BVI | December 2020 – January 2021** Assisted Trèfle Designs (Swimwear Brand) with the launch of affirmation deck titled ‘Cards of Encouragement’
* Worked cross-functionally with other creatives and artists to put together affirmations for ‘Cards of Encouragement’
* Promoted ‘Cards of Encouragement via social media (Instagram, Facebook)

**Self-Published Author***Amazon/Digital | July 2020** Wrote, edited, and self-published debut novel, ‘The Bloodlust Power’
* Promoted and marketed novel on author website and social media
* Created and maintained a writing blog to help market novel

**284Foundation Workshop Coach***Road Town, Tortola, BVI | June 2019** Organized a workshop for young creatives
* Managed a small class focused on preparing and putting together a fashion portfolio for fashion schools
* Taught young aspiring designers rendering techniques, fabrication, illustration, and portfolio preparation

**Quami’s Sewing Design (Ltd.) Intern***Road Town, Tortola, BVI | December 2018 – January 2019** Assisted tailors with garment alterations, sewing, errands, and other essential duties
* Offered consultation and style advice to clientele related to fashion design
* Helped design custom garments based of client’s requested and assisted tailors with construction of custom garments

**New York Fashion Week Volunteer***New York, NY | September 2018** Assisted designer, Carlton Jones, with runway preparations, errands, model fittings, and model line-up
* Assisted with other essential duties as requested by designer

**Rawlinson & Hunter (Ltd.) Office Assistant***Road Town, Tortola, BVI | January 2016 – July 2017** Managed the front desk operations
* Assisted in organizing files and documents in company’s database
* Prepared letters and documents to be mailed to overseas clients
* Corresponded with clients and offered assistance and consultation to clients pertaining to offshore company registry
* Assisted with document certification and corresponded with notary publics on behalf of clients
* Reviewed and assessed documents before mailing/emailing to clients

**Summer Sizzle BVI Designer***Road Town, Tortola, BVI | July 2016** Designed and organized six looks for a capsule collection to be featured in Summer Sizzle BVI
* Researched and sourced fabrics and trims for the production of runway collection
* Oversaw production of garments for runway show and assisted in constructing garments, model fittings, and sourcing fabrics and trims for collection
* Consulted with tailors on garment construction, styling, and model fittings
* Managed the design production for a six-look collection
* Launched debut collection ‘NYEUSI’ at Summer Sizzle BVI Runway Show
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|  | **929-248-9698** |  |
|  | **linkedin.com/in/thepinkravyn** |  |
|  | **xakani.com (portfolio)** |  |
|  | **@xakanidesigns** |  |
| Skills |  |
| * **Garment Construction**
* **Technical Flats**
* **Illustration and Rendering**
* **Tech Pack Creation**
* **Patternmaking**
* **Sewing and Draping**
* **Adobe Photoshop and Illustrator**
* **Microsoft Office (Excel, PPT, Word)**
* **PLM**
* **Excellent Management Skills**
* **Excellent Analytical Skills**
* **Proficient in Mathematics**
* **Excellent Communication Skills**
* **Proficient in Writing**
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| Education |  |
| **Fashion Institute of Technology***August 2017 – May 2021 | 3.7 GPA** BFA – Womenswear Design (Sportswear)
* Mathematics Minor
* History of Art Minor

***Coursework***Fashion Research and Inspiration | Apparel Design Studio – Patternmaking | Digital Design: Flats & Floats | Corsetry in Fashion | Swimwear Design | Sportswear Development Concepts | Apparel Production and Labor Analysis**H. Lavity Stoutt Community College***August 2013 – June 2016 | 3.6 GPA** AAS – Architecture and Engineering
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| References |  |
| *References are available upon request* |  |
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