

# **Elisabeth Tai**

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## **Education**

### **Rhode Island School of Design 2023**

**Providence RI**

*Industrial design GPA:3.74*

*Minor: Nature culture sustainability studies*

### **University of the Arts London 2023**

**London**

*Fashion Product design*

## **Work Experience**

### **Social Media Manager**

*Reytorra - January 2021 - Present*

**Tampa FL**

- Created a social media plan growing instagram to 27k in 4 months.
- Edited, filmed and posted short form and image based social posts 4 times a week.
- Researched trending memes to incorporate into social media posts.
- Created email marketing templates for product launches, including graphics and type.
- Organized punch lists for vendors and bid packages for paper goods vendors.

### **Creative Product Design Intern**

*Healthy Roots Dolls - May 2021 - August 2021*

**Remote**

- Collaborated with the animation team to create marketing videos for the new doll launch.
- Created daily trend reports on current social media movements and trending sounds.
- Managed illustrated assists for social media templates.
- Filmed and edited short form video campaign for short form social platforms.

### **Disney College Program**

*Disney Parks Experience Products- October 2023 - December 2023*

**Orlando FL**

- Assisted in cleaning requests, ensuring guests' safety by promptly addressing and resolving issues.
- Oversaw product stocking on the sales floor, ensuring adequate inventory levels and organized displays.
- Acquired comprehensive knowledge of large-scale operations administration processes by actively seeking guidance from leaders and incorporating feedback to enhance performance.
- Thrived in a collaborative team environment, fostering relationships and successfully resolving conflicts through open communication.

### **Fashion Product Development Intern**

**Guangzhou**

*Exception de Mixmind - April 2019 - July 2019*

- Collaborated with the Art Director to ensure concept and look was executed for photoshoots.
- Organized shot lists in both English and Chinese to ensure clear communication.
- Created presentations and pitched concepts for the spring 2020 collection to stakeholders.
- Wrote correspondences, created bid packages and punch lists to set definable goals for outside vendors.

## **Project Management Experience**

### **Rhode Island School of Design Figure Skating Club Manager**

**Providence RI**

- Sourced freelance photographers and editors for event photography, including their travel arrangements.
- Drafted contracts for outside vendors to ensure the quality of locations, transportation and equipment.
- Manages invoice approval and payments for venue and equipment vendors.
- Budgeted funds, estimated event costs, and ensured all the club's needs were met.

## **Technical Skills**

*Computer literacy:* Blender, Cinema 4D, Procreate, Photoshop, Illustrator, Premiere Pro, Lightroom

*Collaboration:* Adaptability, Relationship Building, Team Player, Problem solving