

JOHN SPIES

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8900 Daisy Hill Rd., Lawrence, KS 66045

EDUCATION

Bachelor of Arts in History of Art, May 20xx

The University of Kansas, Lawrence, Kansas

- GPA: 3.65
- John Spencer Outstanding Student Award
- Study Abroad Research Scholarship Winner

Summer Institute in Rome Italy, Ancient Roman Art, Summer 20xx

Semester at Sea, University of Pittsburgh, U.S.S. Universe, Summer 20xx

INTERNSHIP EXPERIENCE

Catalog Intern, Summer 20xx

Sotheby's Auction House, New York, New York

- Assisted with the classification procedures for incoming pieces
- Compiled research on each piece and summarized for ease of use
- Transferred information to printed brochures, sales descriptions and the internet catalog
- Gained familiarity with a variety of departments and services connected to an international, established auction facility
- Coordinated a multi-faceted tracking system that interacted with multiple databases

Intern, Summer 20xx

Montague Gallery, New York, New York

- Researched "Young Couple at a Springtime Meadow, a painting by the French Impressionist Henri Martin
- Researched artist's life, milieu and painting's history
- Wrote marketing material to accompany sale of the painting

ADDITIONAL EXPERIENCE

Gift Shop Attendant, September 20xx – Present

Free State Art Gallery, Lawrence, KS

- Assist patrons with general questions and refer them to appropriate informational sources
- Complete monetary transactions and manage inventory
- Create displays and market new items
- Quickly gained additional responsibilities in less than 2 months after starting position

Ceramics Instructor, August 20xx – January 20xx

Douglas County Arts Center, Lawrence, KS

- Instructed small groups of adults and children in basic ceramic techniques
- Covered a variety of topics from sculpture to glazing and firing
- Established relationships with students that led to smaller workshops for outside groups