

KATHARINE VIOLA

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EXPERIENCE

Substitute Teacher - Pasadena Unified School District - Pasadena, CA Oct 2023 – Current

- Implementing lesson plans across a comprehensive subject range.
- Improving student participation in the classroom through the integration of creative role-play exercises. Assisted students individually and in groups to reinforce learning concepts.
- Ensuring smooth classroom management in various settings.
- Foster a positive and inclusive classroom environment.

Client Service Administrator - Strategy Asset Managers, LLC - Pasadena, CA Jun 2020 – Aug 2021

- Scheduled meetings between clients and advisors; took meticulous notes and coordinated action items from meetings; developed strong relationships with clients.
- Compiled and completed client and firm paperwork; prioritized and maintained client accounts; troubleshooted and resolved client's operational and technical issues.
- Digitally and manually organized security-sensitive client paperwork; responsible for general office support and organization; clerical tasks such as sorting and sending mail; answering phone calls.

Medical Illustrator - AesculaTech - Los Angeles, CA Feb 2020 – May 2020

- Provided anatomical and molecular illustrations for NSF Grant.
- Collaborated with engineers to effectively represent scientific concepts for novel products.
- Tracked deliverables to prioritize when generating agendas.

PADI Dive Master - Ocean Quest Scuba - West Palm Beach, FL June 2016 – Jul 2017

- Guided underwater tours, anticipated guests' desires and concerns, coordinated with guests to help plan activities. Answered guest inquiries regarding local dive spots and native wildlife.
- Ensured safety standards and policy were always observed.

Production Coordinator & Neuron Artist - The Franklin Institute - Philadelphia, PA Feb 2015 – Jul 2016

- Operated as manager of the student artist team for "Self Reflected".
- Facilitated data uploads; corresponded with directors and prioritized updates.
- Hand-painted neurons in ink and converted them into vectors for the laser's algorithm to etch the surface which facilitated animation through the presence of lighting.

Summer Internship with Aaron Blaise - Port St. Lucie, FL Jun 2014 – Aug 2015

- One-on-one mentorship with Disney Director for digital concept art and hand-drawn animation.
- Focused on anatomy and draftsmanship to create emotion and personality.
- When not in the studio, we frequented wildlife sanctuaries to sketch animals from life.

EDUCATION

University of Pennsylvania

B.A. in Animation: Department of Fine Arts
Minor in Marketing: The Wharton School
Philadelphia, PA USA 2011-2015

Vancouver Film School

Animation & Concept Art
Graduated with Honors, Elected
Class Representative
Vancouver, BC Canada 2017-2018

Concept Design Academy

Storyboarding for TV
Animation with Trey
Buongiorno
Pasadena, CA USA
Summer 2022

TECHNICAL SKILLS

Microsoft Office, Google Suite, Excel, Shotgun, Photoshop, After Effects, Illustrator, TVPaint, Harmony/Storyboard Pro, Maya, ZBrush