



Lila R.
Mohunkern

Contact Information

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LilaDesigns.Art
143 Tillotson Cir
Pittsburgh, PA, 15237

Interests



Reading



Photography



Painting



Illustration



Sewing



Typography



Rabbits



Tabletop
Games

Education

Community College of Allegheny County // Pittsburgh, PA
Associate of Science // *Graphic Communications*
Spring 2021 – Spring 2022

Fairmont State University // Fairmont, WV
Bachelor of Arts // *Studio Art with a Concentration in 2D Design*
Fall 2012 – Spring 2017

Experience

AccountStaff // *Temporary Contract Worker*
January 2023 – Present

- Erie Insurance // *Claims Support* – Mail room duties, Sorting batching medical bills, and confirming claim numbers, before scanning them into the online system – Contract concluded

Awards & More // *Graphic Designer*
May 2022 – December 2022

- Creation of designs for trophy plates, award plaques, memorials, and more
- Use of a Trotec Laser Printer to engrave metal, plastic, glass, acrylic, wood, ceramic or leather
- Use of a heat press to sublimate metals or sticker adhesives
- Application of crafting knowledge to assist with assembly of trophies and awards

Giant Eagle/Market District // *Front End Coordinator*
March 2011 – June 2022

- Assist Team Leader with delegating work assignments, directing flow of guests and controlling department costs
- Give direction and work assignments to front end team members to ensure efficient operation of the business.
- Monitor and audit cash control procedures for cash registers, self-checkout registers and change tills.
- Resolve customer questions and concerns.

Animal Friends // *Administrative Assistant*
July 2021 – May 2022

- Answering and forwarding of calls and emails to the appropriate people or departments

Skills



Adobe Illustrator



Adobe Photoshop



Adobe InDesign



CorelDRAW



Awards

2021 Meshanko Memorial Scholarship Fund for
Community Collage of Allegheny County
2021 Dean's List: Community Collage of
Allegheny County
2016 Blanche Kinney Fine Arts Scholarship
2016 WV Higher Education Assistance for
Part-Time Students Grant
2015 Dean's List: Fairmont State University
2014 Blanche Kinney Fine Arts Scholarship
2013 President's List: Fairmont State University
2013 Dean's List: Fairmont State University