

Matthew R. Burns

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Artist Resume

Education

2012	MFA	Painting	Academy of Art University, San Francisco, CA
1994	BS	Elementary Education	State University of New York, Oswego, NY
1991	AA	Liberal Arts	Jefferson Community College, Watertown, NY

Awards

2012 President's Honor List, Academy of Art University, San Francisco, CA

Solo Exhibitions

2012 *John Campbells Bakery*, San Francisco, CA
2010 *Just Desserts, Candy Bar*, San Francisco, CA
2010 *The Artful Matt, The Last Call*, San Francisco, CA

Group Exhibitions

2012 *Queer as Art, Show and Tell*, Oakland, CA
2012 *Material Culture, 111 Minna Gallery*, San Francisco, CA
2012 *Matter!, De Young Museum*, San Francisco, CA

Commissions

Susan Carter, *Bradley*
Ann Waters, *Mother and Son*
Dana Fredsti, *What's Up Jack?*
Pamela Darrow, *Smiles, Songs and Sights*
Julie King, *Battlestar Homage*

Professional Art Experience

Owner, www.theartfulmatt.com, San Francisco, CA
Art Instructor, **Sharon Art Studio**, San Francisco, CA
Arts Instructor/Mentor, **Presidio Hill School** San Francisco, CA
Art Facilitator, **Sunshine Garden Elementary School**, South San Francisco, CA

Additional Professional Experience

Account Executive, Business and Leisure Travel

4/2002 - 5/2008

Omni San Francisco Hotel

500 California at Montgomery San Francisco, CA 94104

- Serviced accounts in corporate and leisure sales markets
- Assisted the Business Travel Sales Manager in selling and maintaining the Omni's \$10.5 million ESP (Executive Service Plan) Transient Sales Market
- Promoted Omni's *Select Guest Program*, including client profiling and new guest enrollment
- Created and maintained production reports for local and national accounts, along with on-line submissions for account requests, tracking services and competitor analysis
- Built transient rate codes for PMS and GDS processes; maintaining rate schedule accuracy
- Project Manager for special marketing events

KKSF Sales Coordinator/Presentation Artist

11/2000 - 4/2002

Clear Channel Radio

340 Townsend Street, San Francisco, CA 94107

- Designed and edited graphic artwork and text layout for sales presentations
- Created contract proposals, corporate sales collateral and promotional pieces for KKSF national and local sales accounts and fellow Clear Channel stations
- Compiled and analyzed research data with Arbitron and Scarborough systems
- Administered ACT database for account maintenance
- Wrote copy for commercial spots
- Composed storyboard sales summaries, applying demographic profiles and station ratings for single and multi-book rating quarters

Corporate Sales Coordinator, Preferred Team

4/1998 - 10/2000

Bristol Hotels and Resorts, San Francisco Bay Collection

San Francisco, CA 94108

- Designed creative, promotional advertising literature
- Provided customer service to corporate clients and ensured quality accommodations
- Assisted with recruitment and retention of transient corporate accounts

Supervisor of Orientation Services

12/1994 - 6/1997

Jefferson Community College

Watertown, New York 13601

- Established and implemented comprehensive Spring, Summer and Autumn orientation programming for over 1,500 new and returning students
- Recruited, hired, trained and supervised a staff of thirteen student employees
- Edited EVOLUTION, a quarterly education newsletter
- Instructed GED 107 Spring Leadership Practicum course
- Assembled and chaired the meetings of the Orientation Advisory Committee and assisted with the Registration Review Group and Advisement Task Force
- Authored and directed TNT (Transition Network Team Players)
- Coordinated events and chaired committee to host the Spring, 1996 Region IX conference for the National Orientation Director's Association (NODA)