

Matthew Perrett

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SKILLS: Word, Excel, Photoshop, UnrealScript, Warcraft III World Editor, DevTrack

EDUCATION: The Art Institute of California – San Francisco, CA
B.S. degree in Game Art and Design, 9/2006

Occidental College, Los Angeles, CA
B.A. degree in Cognitive Science, Philosophy emphasis, 5/2003

EXPERIENCE: U.S. Census Bureau – San Mateo (3/2009 to 8/2010)
Promoted to a variety of positions. Work experience includes:

- **FIELD OPERATIONS SUPERVISOR ASSISTANT (4/2010 to 6/2010):** Created and maintained a spreadsheet tracking the productivity of all enumerators, and assisted the supervisor and crew leaders with special projects
- **CREW LEADER (3/2010 to 4/2010):** Conducted verbatim training for 20 enumerators, and managed a team of 13 enumerators
- **GROUP QUARTERS SUPERVISOR ASSISTANT (1/2010 to 3/2010):** Conducted daily meetings with nine Crew Leaders, assigned and proofread work, and resolved problem cases
- **OFFICE CLERK (12/2009 to 1/2010):** Took a leadership role on the task of finding 100 training sites for an upcoming Census operation, involving convincing locations to donate space and maintaining a comprehensive spreadsheet

QUALITY ASSURANCE TESTER (3/2007 to 8/2008)
LucasArts – San Francisco

- Found issues in assigned game projects for the DS, Wii, PSP, and PS2 systems and entered the issues into the project database
- Provided feedback to the developers to help improve the quality of assigned projects
- Assisted project members with verifying fixed issues, entering Production issues and checking and updating testplans

CREATIVE WRITING/MARKETING INTERN (3/2006 to 6/2006)
Hudson Entertainment – San Mateo

- Wrote the cutscene text for Bonk's Return (mobile)
- Wrote and edited several features for the Hudson website and MySpace pages

VOLUNTEER WORK: WRITING TUTOR (11/2009 to present)
Pacifica School Volunteers

- Helped students write and edit their senior exhibition research papers, which are required for all Oceana High School students to graduate