

**Rachel Cantor**  
rachelcantor@gmail.com  
rachelcantor.net

- Education** Bachelors of Arts, Sarah Lawrence College, 2009  
Coursework: Video, Photography, Art History, Literature, Economics
- Skills** Image editing, web design, library management, research, new media, PDF authoring, computer networking, presentation, photography, video editing, database/cataloging, computer troubleshooting
- Software Proficiency** Mac/Windows OS, Adobe Photoshop, Adobe Illustrator, Adobe InDesign, Final Cut Pro, Microsoft Office Suite, Art Systems, FileMaker Pro
- Work Experience**
- Marian Goodman Gallery** (New York, NY) April 2011 – present  
Assistant to Archivist, Catherine Belloy
- Improved the accessibility to existing image files by developing a reference guide that set forth file-naming conventions and metadata protocols in accordance with industry standards.
  - Identifying inventoried works currently for sale that need images.
  - Maintaining up-to-date gallery iPad and artist binders with labeled images of works that are for sale.
  - Correcting inconsistencies of records in Art Systems and mapping image files to records without images.
  - Scanning and post processing slides, books, and transparencies.
  - Providing technical support to gallery staff as needed.
- Comix** (New York, NY) July 2010 – February 2011  
Director Of Marketing & Promotions
- Created written content and graphic design for marketing materials.
  - Developed and maintained company's social media presence.
  - Maintained archive of press clips.
- Visual Resources at Sarah Lawrence College** May 2008 – May 2009  
Assistant
- Scanned and post processed books and slides using Photoshop.
  - Performed catalog/database preparatory work.
- Film Department at Sarah Lawrence College** December 2007 – June 2008  
Research Assistant to Robin Starbuck
- Assisted with pre-production research for a documentary.
  - Initiated planning of class exhibitions.
  - Provided film/video production technical assistance.
- Reed Library at SUNY Fredonia** May 2005 – June 2006  
Technician and Circulation Desk
- Installed and managed all library computers with established network setup.
  - Provided general technical support to faculty and students.