

Resume of  
**David Alexander Spiewak**

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Offering to a prospective employer extensive knowledge and vast experience in the areas of conceiving, planning, implementing, and managing projects from initial conception to completion. Mixing an array of skills from computing, accounting, design and development, and people management with my comprehensive background in Theatre Arts increases the likelihood of providing a worthwhile and significant contribution to your organization.

Objective:

To use my skills and talents as part of a team whose goal is to work with the public and management to effectively and efficiently develop and grow a profitable working organization.

Experiential Background:

1983 – Present The Huber Marionettes - Co owner / Manager / Artist

- Design and implement a business plan.
- Collaboration on new performance material (concept, movement, music and Direction)
- Develop publicity material with the aid of computer software to generate hardcopy and web design.
- Record, edit, mix video concepts for presentation live or for the web.
- Develop contracts with exhibits, riders, etc. for all media.
- Negotiate bookings with producers and agents.
- Arrange all aspects of travel.
- Accounting and Database
- Handle all aspects of merchandising from inventory to shipping.
- Performer for film, television, theatre, and cruise ships.

Cruise Lines: Royal Viking, Cunard, Crystal, Seabourn, Holland America

Film & TV: "Being John Malkovich", "Tillamook Treasure", "The Tonight Show", Commercials.

Theater: "Busker Alley" with Tommy Tune. Numerous productions as a dancer/choreographer

1980 - 1983 Saks, Robinsons, Lord & Taylor - Manager and design team for beauty salon chains in major department stores.

- Create and design new fashion for promotional events.
- Maintain Stylist ratio for salons.
- Audit books
- Order and maintain supplies
- Interact to maintain good patron appeal.
- Step in when Stylist is not available or a correction needs to be made.

1979 – 1980 Shubert Theatre & Huntington Hartford Theatre, Hollywood, CA - Charge line, Box office union (withdrawn).

- Strong communication skills with the public.
- Handle high volume of customers
- Process credit card orders and pull tickets for mailing or hold.
- Handling of returns, reissues, and comp tickets.
- Handle customer complaints

- 1976 - 1979     Automotive Systems Inc, El Segundo, CA - Electrical Engineer & Manager
  - Design and develop circuit boards for military and commercial companies.
  - Hiring and training of future developers.
  - Comprehension of software to develop a workbook on engineering.
  - Interact with concept companies to develop a product.
  - Bonded for government projects.
  
- 1974 – 1976     Orbach’s Department Store, Los Angeles, CA - Store manager
  - All aspects of a cash office. (10 key to audits)
  - Manager of all dept heads.
  - Inventory control
  - Hiring and firing of personal
  - Able to step into all positions for maintaining operations of the store.

### Education

- Today –             Never stop learning! All aspects of the computer are self taught and I’m always expanding with the development of new software.
- 1970 – 83             Dance (Jazz, Tap, & some Ballet): Danny Daniels, Roland Durpe, American Dance Academy, MGM Studios,
- 1975 -76             Santa Monica College - Santa Monica, CA – Cosmetology Degree.
- 1970 – 74             Leuzinger High School, Lawndale, CA – Graduated mid-term with honors.

### Computer skills

- Windows operating system
- Adobe line of software – Photoshop, Pagemaker
- Microsoft – Frontpage, Expressions, Word, Works, Excel, Outlook, Money, Access
- Quickbooks
- Misc software used for developing video, publicity, web design, and PDF (ie: Roxio, Paperport)

### Volunteer

- Board of Directors and web master for “Friends of Burgess Falls”, TN
- Implemented a computer “POS” system as well as working the front desk for a resort in TN.
- Managed and baked for a coffee house in TN.
- Fund raisers for “Habitat for Humanity” in TN.

### Conclusion:

It is my ambition to achieve a long-term relationship with a company in which I can further develop and use my professional skills in a superior manner that will promote loyalty and good will with customers and co-workers. I stand ready and eager to offer to you and your organization my substantial knowledge and successful experiences, as well as my ability to motivate and inspire an effective workforce.