

MIGUEL FALCON

PROFILE

Hardworking and reliable with strong ability in proficiency of tasks and overall performance. Offering strong customer service skills, excellent communication and optimistic attitude. Highly detailed, proactive and organized with team-oriented mentality.

EXPERIENCE

STOCK ASSOCIATE , JAMES PERSE; MALIBU CA – 2024- PRESENT

James Perse, the wardrobe brand expanding into a well rounded lifestyle. At the Malibu Lumberyard assist in the curation of the space and patio. Manage shipments and delivery services. Assist in all stock matters including shipping, e-commerce returns and warehouse inventory. From my background as a Keyholder I assist clients when matters are needed.

KEYHOLDER, JAMES PERSE; DALLAS, TX – 2023-2024

James Perse, a wardrobe brand leaning towards understated luxury with and emphasis on a west-coast lounge wear aesthetic. Assist management on curation of the retail store, engage with clients over product needs and service specifications. Oversee and devised new program for facilitating our in-house alterations. Meet clients regularly over styling and curation of wardrobe within the James Perse garments.

MARKETING DIRECTOR, BUMAMA SHOP; MALIBU, CA – 2024-PRESENT

BUMAMA SHOP is an emerging e-commerce platform that is based in Malibu, CA. Space is a curated resource of Blog posts, Apothecary such as Fragrance, Accessories and Vintage one of a kind pieces that carry the echo of Malibu and Mother Earth. Daily work includes developing social media strategies, devising Creative Direction for emerging brands concepts and expanding network and community .

WARDROBE STYLIST, JENNIFER EITCHES; DALLAS, TX – 2023 - 2024

Wardrobe Styling has always been something I've been very passionate about. It all began with simple organization my own closet. My girlfriend had asked me to organize hers after seeing mine. We later consigned so many pieces and developed a simple wardrobe for her. Now we are altering clothing, curating look books for future events. Scheduling and aligning stylist pulls for events. Educating myself on trend cycles and updates of fashion news. Sourcing of vintage accessories and clothing. Working in partnership with ModaOperandi, LUISAVIAROMA, Farfetch and NET-A-PORTER to sustain my clients needs.

PRODUCTION EXECUTIVE, SUSTAIN LA; LOS ANGELES, CA – 2022-2024

Sustain Los Angeles, an ethical wardrobe brand leaning towards the simplicity of the garment with an emphasis on textile and simplicity . Assisting with the management of the production cycle, manage the critical path from concept to delivery. I am involved in organizing and monitoring samples. Placing production orders and keeping our factory updated on sales, required deadlines and working to solve problems that may arise during production. Responsible for overseeing all elements of the garment manufacturing process, including fabric testing, cutting, sewing, final garment appearance and packaging.

The Lagree Method is a multi-faceted workout that combines resistance training and high intensity. Acting as a first point of contact for the fitness studio: I deal with correspondence and phone calls, conceptualized and photographed content for social media, inventory of fitness gear and even arrange monthly updates to ensure instructors maintain a healthy work environment. I ensure neat and clean equipment and facilities, devise new programs, monitor client progress, and develop and deliver about 5 weekly fitness classes.

SENIOR INSTRUCTOR, OAK CLIFF PILATES; DALLAS, TX – 2020-2024

Oak Cliff Pilates, a fitness studio designed for everyone in mind. As a senior founding instructor I am promoting business and physical fitness by attending off-site promotional and community events in Bishop Arts. Engage with all types of clients over form and alignment. In a consistent learning phase attending workshops to continuously learn and maintain kinesiology knowledge. Developing and delivering 5 weekly fitness classes.

PERSONAL ASSISTANT, TEN EAST TEN WEST; DALLAS, TX – 2018-2022

Lisa Jenkins the CEO of the Artist Management company Ten East Ten West decided to take me in to the company to facilitate her daily life. Acted as a first point of contact: I dealt with correspondence and phone calls. Managed diaries and organized meetings and appointments, often controlled access to the executive. Booked and arranged travel, transport and accommodations. Oversaw, directed and hired dogsitters, housekeepers and chefs. Opened, sorted and responded to routine correspondence on behalf of Lisa to facilitate communication and streamline processes.

HOSPITALITY HOST, RESTORATION HARDWARE; DALLAS, TX – 2020-2022

Dallas' RH Design Gallery includes a hospitality offering. As a Hospitality Host I was greeting guests and developing long-term relationships with customers. Checking on dining and serving areas to verify proper cleanliness and readiness for quests. Lastly. I am assisting kitchen staff with food counts by determining number of items required for complete service.

BALLET INSTRUCTOR ASSISTANT, DALLAS BALLET COMPANY ; DALLAS, TX –
2018-2020

Dallas Ballet Company is a non-profit organization dedicated and founded to bring dance to extended audiences. Being a member of Dallas Ballet Company allowed me to participate in classes through the Dallas Ballet Center. Assisting Ballet Director Brent Klophestein in demonstrations for younger boys in division. Role including substituting class, demonstration and correction, attendance reporting and encouragement to students.

EDUCATION

BOOKER T. WASHINGTON; DALLAS, TX – HS, 2020

SKILLS

Bi-Lingual | Garment Development | Excel | Media Marketing | Music Theory | Ballet