

## Purpose

Studious and focused 2nd year college student currently pursuing a Bachelor of Arts degree in Political Science and a minor in Professional and Technical Writing. Seeking to use my educational skills in writing, editing, research and project development for a summer internship in a technical writing position.

## Education

### *Virginia Polytechnic Institute & State University*

- Bachelor of Arts, College of Liberal Arts
  - Major: Political Science
  - Minor: Professional & Technical Writing
  - GPA - 3.5
  - Relevant Courses: Technical Editing & Style, Writing in Digital Media, Intro to Professional & Technical Writing, Grant Proposals & Reports, and Visual Rhetoric & Document Design
- Expected Graduation May 2026

### *Honors & Awards*

- Dean's List - Honor roll for Virginia Tech
- 3 year Army ROTC Scholarship Recipient
- College of Liberal Arts Moody-Pratt Minor Scholarship Recipient
- Corps of Cadets Emerging Leader Scholarship Recipient
- BSA Eagle Scout

### *Organizations*

- Virginia Tech Corps of Cadets - 4 year, full-time leader development program focused on building teamwork, character, and problem-solving skills that make a difference in today's world.
- Virginia Tech Army ROTC
- Corps of Cadets Alumni Team
- Corps of Cadets Executive Committee
- Phi Alpha Delta - Pre-Law Honor Society

## Relevant Experience & Projects

### Fire Team Leader

- Responsible for 2-4 people in terms of Corps, Academic, and Personal performance.
- Practice leadership, teamwork, and communication, and accountability by mentoring subordinates along with keeping them informed on relevant events.

### Corps Executive Committee Law Clerk

- Responsible for record-keeping trial processes and outcomes along with disseminating information to board members.
- Gained experience in Technical Writing through working with templates and documents used to record trials.

### Cadet Alumni Team

- Team of 30 cadets with a focus on planning, organizing, and producing alumni-related events.
- Practiced teamwork by collaborating with others to produce events effectively and efficiently.

### Religious Discrimination in the Workplace Research Report

- Research project with 3 other people exploring different forms of religious workplace discrimination.

### Fostering Collaboration in Online Environments Research Report

- Research project with 3 other people exploring strategies to increase engagement in online-learning environments.

## Relevant Skills

- Confident using Microsoft Office Suite
- Adept in Written and Verbal Communication
- Work well with Groups and Teams
- Emerging Technical Writing
- Experienced in Problem Solving