

JACQUELINE MOORE

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EXPERIENCE

Salesforce – San Francisco, CA **Summer 2020**

Technical Writing Intern

- Drove the end to end production of a user help video that showcases the new Einstein Analytics dataset editor.
- Presented a proposal on best practices for maintaining the content team's communal demo software environments.
- Revised and published developer support content about SAQL tools using Perforce and Oxygen XML Editor.

AT&T– Remote **Summer 2020**

Summer Learning Academy Extern

- Advanced project management and communications skills through weekly workshops, quizzes, and speaker events.

The California Aggie – Davis, CA **2017 - 2020**

Copy Editor

- Proofread 25 articles per week in accordance with The Aggie's adaptation of the AP Style Guide.

Salesforce – San Francisco, CA **Summer 2019**

Technical Writing Intern

- Headed the production of a user-facing applet that explains data analysis concepts in simple, jargon-free language.
- Aligned cross-functional partners from the product and engineering teams to develop text, use cases, and design elements for the applet.
- Constructed a product roadmap to track applet deadlines and used a Kanban board to manage competing priorities.

remote.it – Palo Alto, CA **Summer 2018**

Technical Writing Intern

- Scripted and produced a video to help users understand how to implement remote.it's bulk scripting tool.
- Composed user manuals about newly released product features for third-party developers.
- Partnered with engineering interns to improve support experience by incorporating sample code into help content.

LEADERSHIP & INVOLVEMENT

BioInnovation Group – Davis, CA **2019 - Present**

Project Manager, Microfluidics

- Co-leading a 10-person research team in constructing cost-efficient microfluidic controllers for RNA sequencing.

Vice President, Outreach & Content Strategy **2019 - 2020**

- Completely redesigned and rebuilt the organization's website using Squarespace, Figma, HTML, and CSS.
- Crafted digital newsletter designs with Figma, HTML, and CSS and created content for monthly newsletter releases. Each newsletter reached >500 UC Davis students, faculty, and community members.

EDUCATION

University of California, Davis, College of Engineering – Davis, CA **June 2021**

Bachelor of Science, Biomedical Engineering; Minor in English

- Honors: Dean's List

SKILLS

- **Writing:** Technical writing (video scripts, manuals, walkthroughs, release notes), creative writing, copy editing
- **Programming Languages:** Python, JavaScript (React), MATLAB
- **Markup Languages:** HTML/CSS, XML (DITA)
- **Content Management Systems:** Squarespace, WordPress
- **Version Control Systems:** Git, Perforce
- **Design:** Figma, Adobe XD, SOLIDWORKS, AutoCAD