

CONTACT INFORMATION

Email: fguanga1550@gmail.com
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EDUCATION

B.A. Writing, Literature, and
Publishing: Publishing
Emerson College, Boston MA
December 2023 (expected)

Inbound Marketing Certification
HubSpot Academy, June 2023

Comics: Art in Relationship
Certification
Kadenze, August 2017

TECHNICAL SKILLS

Microsoft Office Programs (*Word,*
PowerPoint, and Excel)

Adobe Creative Suite (*Photoshop,*
InDesign, Illustrator, Premiere Rush,
and Audition)

Google Applications (*Drive, Docs,*
Slides, Sheets, and Forms)

Social Media (*Facebook and*
Instagram)

Faith Guanga

RELEVANT WORK EXPERIENCE

Design and Production Intern

Ploughshares (Sept. 2022-May 2023)
Boston, MA

- Formatted poetry, prose, and longform pieces to fit Ploughshares' house style
- Proofread poetry, prose, and longform pieces to ensure any errors or inconsistencies were fixed before its publication
- Researched and compiled a list of different artists and their work to use for future cover art
- Designed social graphics to be displayed on Ploughshares' social media platforms
- Designed ads to promote the literary journal on both print and digital platforms
- Uploaded HTML files of proofed submissions to Ploughshares' website for digital publishing

Graphic Designer

ASIA's Lunchbox Zine (Sept. 2021-April 2022)
Emerson College, Boston, MA

- Created digital art for the zine's front cover and spread pages
- Designed and edited spreads to accommodate the zine's seasonal theme
- Attended bi-weekly meetings to give progress reports and discuss any concerns for the zine or the organization

OTHER WORK EXPERIENCE

Copyeditor

PubClub (Sept. 2021-April 2022)
Emerson College, Boston, MA

- Attended meetings to collaborate and share ideas for upcoming book projects
- Copyedited manuscripts to prepare for final proofreadings before print
- Created style sheets to clarify the copyedits that were made in manuscripts