

Abigail Claire Bryant
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Qualifications Summary

A hard-working individual seeking employment in a fast-paced environment with a dynamic team. My employment and education history demonstrate expertise in written and oral communication, critical thinking and analysis, data collection, organization, leadership, and time management, as well as in developing interpersonal relationships with all parties involved in my work.

Education

Virginia Polytechnic Institute and State University
Blacksburg, Virginia (August 2020-present)

Bachelor of Arts in History and minor in Professional and Technical Writing | GPA: 3.92

- Graduating December 2021
- Relevant Coursework: Technical Editing and Style; Professional Writing; Writing and Digital Media; Creative Writing; Historical Methods; Personal Finance

Christopher Newport University

Newport News, Virginia (August 2017-December 2019)

Completed 2.5 Years of Undergraduate Coursework in History | Cumulative GPA: 3.4

- Relevant Coursework: Historiography and Historical Methods (Writing Intensive Course); Intermediate German Grammar and Composition I and II; Basics of Computing

Work Experience

New River Valley Regional Commission

Radford, VA (November 2020-April 2021)

Housing Resource Intern

- Managed data collection for two projects simultaneously
- Communicated directly with housing agencies, local government authorities, and local property managers as a representative of the NRV Regional Commission
- Consulted frequently with colleagues and supervisors and summarized progress of both projects
- Designed a 23-page resource composed of summarized results from the data collection

Christopher Newport University

Newport News, VA (August 2019-December 2019)

Writing Associate – Christopher Newport University Department of History

- Reviewed student writing assignments and provided feedback in a timely manner
- Educated peers on more beneficial writing skills
- Conferred with 30+ students weekly, while managing a full-time student workload
- Consulted frequently with the professor discussing students' progress and writing abilities
- Fostered interpersonal relationships with faculty and students alike

Market | House Restorations

Salem, VA (July-August 2019)

Editor – Hired on an as-needed basis

- Thoroughly analyzed, reviewed, and edited over thirty pages of a publication for a local businesswoman
- Cultivated specific feedback on writing in an efficient and clear manner
- Organized meetings with author to discuss changes made to the document

Extra-curricular Service Experiences

1. Managed reestablishment of the History Society for Christopher Newport University (served as president)
2. Served as an undergraduate editor of the *Virginia Tech Undergraduate Historical Review* (Fall 2020)
3. Member of Delta Phi Alpha, the collegiate chapter of the National German Honor Society at CNU
4. Active member of CRU (on-campus Christian ministry) at Christopher Newport University
5. Active member of the German Club at Christopher Newport University

Volunteer Work

1. Sent thank-you letters to US Military veterans with CNU History Society (2019 and 2020)
2. Volunteered at local church in Salem, VA to lead a small group of middle school students in Bible study and fellowship (2020)
3. Volunteered with organizations such as World Changers and Mission Serve with my church (home construction/repair for those in need) (2012-2017)
4. Volunteered at Roanoke Valley Ronald McDonald House to serve meals to residents (2016)