



AIDA AGAYEVA



(925) 408-3617



agayevaida@gmail.com



aidaagayeva.com

EDUCATION

- **University of California, Berkeley, 2019**
Bachelor of Arts, English
- **Los Medanos College, Pittsburg, 2017**
Associate of Arts, Liberal Arts & Humanities
- *Certificate, The Strategy of Content Marketing - UC Davis, 2020*

SKILLS

- Fluency in Russian
- HTML/CSS
- Content Management Systems
- Technical Writing
- Adobe Photoshop/InDesign
- Microsoft Office Suite
- SEO & Social Media

INTERESTS

- Internet Culture, Puns, Entertainment

VOLUNTEER

Tutor | Reading Partners Program

- Served as a mentor and assisted children with reading, writing, and analytical skills
- Recognized for completing the most amount of tutoring sessions in a semester

EXPERIENCE

Content Writer, Metis Construction | May 2019 - Present

- Utilized content strategy knowledge and skills for work featured in promotional videos and website
- Edited content contributions from staff to ensure accuracy and brand consistent tonality
- Wrote targeted, clear marketing copy text to promote Metis Construction and their services while monitoring an increase in engagement

Editorial Intern, Smart Meetings Magazine | Feb 2020 – April 2020

- Reported daily news stories on deadline and worked with editors for both the digital site and print publication
- Uncovered and analyzed information for features or trend stories while simultaneously fact-checking articles quickly and accurately
- Acquired quotes and interviewed high-level industry executives and business professionals

Staff Writer, The Beet | Oct 2019 – April 2020

- Promoted the benefits of a plant-based diet through lifestyle articles, news reports, and pitch decks
- Collaborated with Managing Editor to create captivating articles for the digital site
- Fact-checked and researched all content for articles while using good SEO practices

Staff Writer, College Magazine | Aug 2018 – Jan 2019

- Published unique lifestyle articles for College Magazine, a guide to serving over 925,000 students/month
- Researched various related topics and worked closely with the senior editor to ensure that articles were relevant and successful
- Produced piece on podcasting and crime shared over 200,000 times across social media and other digital sites

Technical Writer, SRT Consulting Firm | July 2018 – Dec 2018

- Concisely broke down technical, lengthy reports into layman's terms and served as a creative voice in a technically inclined environment
- Completed writing assignments according to set standards regarding order, clarity, accuracy, style, and terminology

Intern, English Undergraduate Association Board | 2017

- Coordinated informational sessions for 50+ students
- Assisted board members and faculty by monitoring programs
- Ensured that both staff and students succeeded in their respective programs