

Ariana E. Keith

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EDUCATION

University of Pittsburgh, Pittsburgh, PA

College of General Studies

Expected Graduation: April 2024

Major: Bachelor of Arts in Digital Media and Professional Communications

GPA 3.771

Corporate/Community Relations Certificate, Public and Professional Writing Certificate

RELEVANT COURSEWORK

- Intercultural Communication • Law, Ethics and Public Policy in Mass Media
- Journalism • Public Speaking • Digital Storytelling • Filmmaking • Writing and Design

RELEVANT SKILLS

- iMovie • Canva • Google Workspace • Facebook, Twitter, Instagram, Tiktok • GitHub • Audacity
- Microsoft Office Applications • Adobe Premiere Pro • Adobe Audition • Adobe InDesign • Adobe Photoshop

CERTIFICATIONS

Center for Branding at the University of Pittsburgh

September 2022

- Facebook and Instagram Advertising

WORK EXPERIENCE

Uno Pizzeria and Grill, Exton, PA

May 2021-January 2022

Server

- Demonstrate enthusiastic customer service to all platforms while minimizing wait time, and ensuring all orders correct

University of Pittsburgh, Pittsburgh PA

May 2022-August 2022

Student Research and Community Engagement Assistant

- Experience working with website design and revamping for Tougaloo College National Alumni Association and Western PA HBCU Alumni
- Collaborated on numerous projects where organization, preparation and teamwork were highlighted
- Gained skills in project development and management, social media planning and citation management

University of Pittsburgh, Pittsburgh PA

September 2022-Present

Western Pennsylvania Writing Project Intern

- Worked closely with two other interns on project collaborations
- Created visuals for DBLAC Reading Series published on Youtube
- Consistently met with members of the Western Pennsylvania Writing Project to plan for future events and programs
- Gained skills in project development, organizational management, communication management, email communication and event management pertaining to organization of fundraisers