

Experience

The Harrells Travel (<http://www.theharrellstravel.com>) – USA *Founder*, 06/2016 to Present

- Writing original, engaging, and story driven copy for target market audience
- Managing social media accounts such as Facebook, Instagram, and Twitter to update readers with new posts, photographs, and videos
- Researching and implementing SEO best practices within content creation
- Shooting and editing photos and videos for web distribution with tools such as a DSLR camera and Photoshop
- Using Google Analytics to track page views and acquisition channels

Comatose Podcast (<http://www.comapod.com>) – USA *Creative Director*, 06/2014 to Present

- Overseeing production of podcast from concept creation to launch
- Managing writers, remote freelancers, and production staff to ensure optimal audience experience
- Writing and editing short-form copy for blogs, websites, and social media
- Creating imaginative artwork for episodes utilizing Photoshop and Illustrator

EnVie Magazine – Osaka *Editor*, 06/2014 to Present

- Editing short-form translations of English
- Writing and editing short-form copy for international digital magazine with distribution in 5 languages
- Communicating with editorial team

Akkadu – Beijing *Front End Developer Intern*, 03/2019 to 07/2019

- Created Wireframes and User Interface designs using Adobe XD
- Created responsive, front-end components using HTML, CSS, JavaScript and the Vue.js framework
- Cooperated with backend developers and business development team in creating great user experience

Fission Technology (7nujoom) – Beijing *Translation and Localization Expert*, 11/2016 to 05/2017

- Edited and proofread all English copy for social media application
- Translated internal and customer facing copy from Chinese to English
- Wrote long and short form copy for marketing and social media purposes

Gas Digital Network – New York City *Producer & Social Media Manager*, 08/2015 to July 2016

- Oversaw production of *The SDR Show* and *Say It Ain't Snow*
- Produced web content to promote network show to enhance listenership
- Expanded reach to over 40,000 listeners per month with audio and video content
- Edited audio and video for post production
- Managed social media accounts to improve listener engagement
- Produced web content to promote the show to enhance the listenership

Education

❖ **Columbia University – New York, NY**

Master of Arts in Applied Linguistics, May 2016

Recipient of Teachers College Scholarship

Recipient of Arthur Zankel Urban Fellowship

❖ **University of South Florida – Tampa, FL**

Bachelor of Arts in International Studies with Concentration in Asian Studies, May 2010

Additional Education

❖ **Kansai Gaidai University – Osaka, Japan**

Certificate of Asian Studies: December 2008

Recipient of Japanese Government Scholarship

❖ **Communication University of China – Beijing, China**

Chinese Language – 2016 - 2018

Recipient of Chinese Government Scholarship

Other Skills

Japanese Language: Business Level (JLPT N2 Certified)

Mandarin Chinese: Intermediate

Spanish Language: Elementary

IBM SPSS Statistics Proficient

Adobe Creative Suite

Audacity