

Julia Ruiz Borys
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EDUCATION

Northeastern University
D'Amore-McKim School of Business
Candidate for Bachelor of Science Degree in Business Administration

Concentration
Marketing
+ Interactive Media

Minor
Computer Science

Awards and Activities

- Northeastern University Scholar
- Latin American Student Organization (LASO) Executive Board
- San Francisco Co-op Connector
- Northeastern Co-op Connections Blogger

EXPERIENCE

Okta: Information Development Co-op
San Francisco, CA
January-July 2017

- Wrote documentation for two different mobile teams, the Okta Mobile Management and Device Trust team
- Worked on cross-functional team to develop content
- Designed and helped write a script using React programming to automate a weekly release note process

Northeastern University Photo Lab: Lab Monitor
Boston, MA
Sept 2015-December 2016

- Responsible for proper documentation of cameras, tripods, flashes, LED lights, and other photo lab materials when lent out to students
- Reviews picture format on Adobe Photoshop to ensure proper size, color and material
- Takes orders, prints with Epson printer and prepares student and professor work for their presentations
- Manages the phone

Propaganado Inc: Intern
McAllen, TX
December 2013–May 2014

- Collaborated with another artist to create a logo for KissyPig, a recording studio in Boston, MA using Adobe Illustrator
- Organized a scavenger hunt 5K that promoted exercise and required donations to the Food Bank for eligibility
- Redesigned the menu and ambient of Jazzy Burgers to fit a trendier, more active demographic

SKILLS

Computer skills

Microsoft Office Certified
Social Media (Facebook, Twitter, Instagram, Tumblr)
Proficient with Adobe Creative Suite (Illustrator, Photoshop, InDesign)
Proficient CSS and HTML
Experience in Git, Github, Proficient in MadcapFlare
Comfortable in VMWare technology

LANGUAGES

Fluent Spanish
Conversational French
Conversational Polish

INTERESTS

Art, Design, Fashion, Reading, Horticulture, Ultimate Frisbee