

Michelle Hiller

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Education

Creative Writing & Publishing – Honors Bachelor Degree

Sheridan College – Mississauga, ON

Sept 2018 — Apr 2022

General Arts & Science – Diploma

Media and Communications Studies – Certificate

Algonquin College – Ottawa, ON

Jan 2016 — Apr 2018

Relevant Experience

Accessibility Ambassador

Sept — Dec 2021

Centre for Teaching and Learning, Sheridan College

- Edited closed captions, checking for spelling, grammar and relevant content.
- Developed and edited video transcripts for accessibility users.
- Coordinated with professors and other faculty members to improve Office documents to make them accessible.
- Acquire new program-related information in a short span (1 week) to educate members for three months.

Relevant Project Work

WordPress Site/Blog

March 2022 — PRESENT

Hillرامي.wordpress.com

Portfolio of projects including written work such as poems, novels extracts, screenplay and a game.

Hillfamilytree.wordpress.com WIP

Compilation and documentation of personal family tree with historically accurate research data.

Collage of colorized and edited photographs using modern technologies such as Photoshop.

Amaranthine: An Anthology

Jan — April 2022

Project Challenge: Figured out what edits were substantial, content/developmental and substantive plus spelling per style sheet.

Action Steps: Communicating with Authors to clarify writing and align with their vision.

Result: Completed five works displayed in Anthology with proper grammar and authors' insight.

Highlights of Qualifications

- Effective fact-checking and researching information for accuracy.
- Outstanding creative thinking skills that are helpful for overcoming issues in writing and for coming up with new and innovative ideas.
- Relevant Technical Skills: Office Suite, G-Suite, Photoshop, Canva, basic WordPress, basic understanding of SEO and social media outreach.