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Summary of Qualifications

- Demonstrated writing and visual communications skills for print and online channels, including social media
- Proven ability to develop and maintain professional relationships with various types of stakeholders
- Self-directed work style
- Excellent customer service skills

Education

Bachelor of Science in Journalism University of Florida

- Focus: online journalism, design
- Relevant courses taken: Design, Visual Journalism, Reporting, Applied Fact Finding, Multimedia Writing, Writing Mechanics, Photojournalism, Principles of Public Relations and Illustration

Technical Experience

- AP style writing
- Microsoft Office
- Video and audio editing, including apps Audacity and VLC
- DSLR camera functions
- Content management systems including Wordpress
- Adobe Photoshop, InDesign, Illustrator and Dreamweaver
- Web design and coding with HTML5, CSS3, some PHP and Javascript
- Blogger, Blogspot, Tumblr, Facebook, Twitter, Instagram and Google+

Work Experience

Stringer

summer 2012 - current

Freelance writer for the University of Florida's print and online newspaper, The Alligator, the largest student-run newspaper in the nation

Online writer

spring 2012

Author of the "Nutrition Nut" column for Her Campus, an online magazine for collegiate women throughout the United States

Staff blogger

spring 2013 - fall 2013

Covered nutrition beat for University of Florida's newspaper The Alligator
Responsibilities for above positions included:

- Identifying subjects and angles
- Researching and developing content for assigned and pitched stories
- Working with editor to finalize articles
- Meeting all required weekly deadlines
- Managing responses to comments on blog

Interior design intern

summer 2011

Interior design assistant to design team for Peacock & Lewis Architects and Planners, Inc., a recognized architecture and interior design firm located in North Palm Bch., Fla.

Assisted designers by:

- Supporting background research for projects
- Creating mood boards for clients
- Supporting team efforts to conceptualize spaces with furniture, materials, lighting and interior detailing and accessorizing
- Completing copy editing of construction documents and specifications
- Providing customer service to clients contacting or visiting the firm

Event management intern

fall/spring 2011-2012

Social media intern for Gainesville Fashion Week, an annual event sponsored by local business owners and recognized by Southern Living Magazine as one of the leading fashion events in the South

Competed against more than 200 candidates for a coveted position on the 2012 eight-person team

Responsibilities included:

- Managing all social sites for event throughout the calendar year, including Facebook and Twitter
- Developing visual communications to increase student awareness
- Aiding designers in event planning and the execution of weeklong event

Other employment

summer 2011

Hostess for major restaurant in the West Palm Beach area - E.R. Bradley's

Responsibilities included:

- Providing customer service
- Resolving client/customer issues
- Developing visual communications in support of special events
- Facilitating guest seating and balancing workload among servers