

STATEMENT

I articulate technical and specialist information for targeted audiences. Interviewing subject matter experts, such as engineers and scientists, and conducting extensive secondary research is how I gain insights that help me clarify complex information. I can work independently or part of a multifunctional team in deadline-driven environments.

Health Sciences Editor | UWorld | Dallas, TX (January 2019 to present)

- Revise 30-45 USMLE, NCLEX, MCAT, CFA, SAT, ACT, and AP practice questions a week using AMA style, the *Chicago Manual of Style*, and product style guides.
- Edit scientific terminology for spelling, punctuation, clarity, and consistency.
- Provide editorial suggestions to physician, nursing, CFA, and CPA content writers for increased readability and optimized quality.

Copywriter | Gorilla 76 | St. Louis, MO (October 2017 to August 2018)

- Wrote and edited keyword-targeted white papers, case studies, articles, and web pages on medical devices, bioplastics, automation, injection molding, and 3D printing.
- Ensured each deliverable aligned with strategy so the targeted B2B readers in the industrial sector converted into 1-4 sales-qualified leads each quarter.
- Developed e-newsletters and email workflows on HubSpot with high click rates.
- Interviewed design, sales, and application engineers to learn about technical topics.
- Conducted brand positioning research by interviewing sales and marketing teams.

Editorial Assistant | International Journal of Acoustics and Vibration (IJAV) | Auburn, AL (June 2016 to May 2017)

- Substantively edited articles on sound and vibration using the *Chicago Manual of Style*, IJAV's in-house style guide, and the Jet Propulsion Lab's *Levels of Edit*.
- Scheduled 12 to 18 of these edited articles to be published each quarter, which reduced IJAV's 4-year backlog of submissions by roughly 30%.
- Processed 10 to 15 article submissions each week, which included tracking writing decision letters and coordinating with authors, reviewers, and editors.

Technical Communications Specialist | Center for Environmental Studies at the Urban-Rural Interface (CESURI) | Auburn, AL (March 2017 to May 2017)

- Developed 4 user-friendly marketing materials for students and faculty in the form of newsletter, flyers, and brochures with Adobe InDesign and Microsoft Publisher.
- Interviewed the 2017 featured principle investigator to outline her wetlands research for an online article that was published on CESURI's website.

Editorial Assistant | Auburn Speaks | Auburn, AL (January 2016 to May 2016)

- Substantively edited and proofed 5 articles that outlined groundbreaking research on biofuels using the *Chicago Manual of Style* and *Auburn Speaks* style guide.
- Ghostwrote 2 articles on how the Southeastern Partnership for Integrated Biomass Supply Systems raised awareness on breakthroughs in biofuels research.

Manual Writer | TNO | Remote from Auburn, AL (February 2016 to May 2016)

- Collaborated with a team to write and design the Oral Glucose Tolerance Test manual for TNO's Microbiology and Systems Biology Department based in the Netherlands.
- Conducted a usability test on 6 participants with Morae Recorder and Microsoft's Product Reaction Cards to pinpoint instructions that needed to be revised for clarity.

WORK EXPERIENCE

AWARDS

- Marketing and Communications Intern | Jackson Zoo | Jackson, MS** (May 2015 to July 2015)
- Researched trends in the zoological industry for blog posts and press releases.
 - Helped the Marketing Director promote the Zoo's Legacy Tile Program to sponsors.
 - Planned and volunteered at the Member Monday booth every week of the summer.

- Department of English MTPC Fellowship | Auburn University MTPC program** (April 2016)
- Awarded to a first-year student for contributing to the department's quality.

Education

- University of Washington | Online** (Anticipated completion August 2019)
- Certificate in HTML5, CSS3 & Responsive Design for Web Development

- Auburn University (AU) | Auburn, AL** (August 2015 to May 2017)
- Master of Technical and Professional Communication (MTPC)
- University of Alabama at Birmingham (UAB) | Birmingham, AL** (August 2011 to April 2015)
- Bachelor of Arts in English with a Concentration in Literature, Departmental Honors
 - Bachelor of Science in Biology

SKILLS

Technical Writing and Editing Skills

- Technical writing with a user-centered approach
- Technical editing with style guides
- Copywriting for engineers and managers
- AMA, AP, Chicago, MLA, and APA style
- Audience and buyer persona research
- Usability testing

Software Proficiencies

- Microsoft Office Suite
- Adobe Acrobat Pro
- HTML5 and CSS3
- WordPress
- Adobe InDesign and Adobe Photoshop
- HubSpot
- Morae Recorder