

Wassim Khemici

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PROFESSIONAL SUMMARY

Technical Writer with extensive writing, editing, design, content management, and marketing experience. Recent graduate of the UC Berkeley Extension Coding Boot Camp, receiving a Web Development certificate honing skills in HTML, CSS, JavaScript, and React.js. Detail oriented with a desire for polished aesthetics through the use of front-end coding and design. Skilled in clear concise communication, polished writing, and masterful editing.

EDUCATION

University of California, Berkeley Extension
Coding Full-Stack Certificate (May 2019)

University of California, Berkeley
Bachelor of Arts, English (August 2016)

TECHNICAL SKILLS

Tech: HTML5, CSS, JavaScript, Node.js, Express, jQuery, React.js, Github, MySQL, Firebase, Heroku, Mongo, Materialize, Bootstrap, CRUD, Media Queries, APIs, JSON, REST, and AJAX
Design/Software: Adobe InDesign, Lightroom, Acrobat, WordPress, Microsoft Suite, SEO (Search Engine Optimization), and MailChimp

WORK EXPERIENCE

Content & Marketing Coordinator

JODI Group, Inc. | San Francisco, CA

March 2017–February 2019

- Effectively wrote, edited, and managed all of the company's written copy
- Tastefully designed layouts, presentations, and more with Adobe InDesign, Acrobat, and Lightroom
- Played integral role in the development of the new company website and blog with Wordpress
- Significantly increased views-per-article and SEO for company blog [49miles.com](#)
- Conducted mass email marketing with MailChimp, and mass direct mail marketing with Quadiant
- Conceptualized and managed content calendar for blog, social media accounts, and print

Writer, Literature and Writing Tutor, Professional Editor

Freelance | Bay Area, CA

August 2014–Present

- Coach undergraduates to refine their academic writing and editing skills
- Advise on literary analysis, thesis formation, and reading comprehension strategies
- Consult with students on the creation of successful, powerful college applications
- Write and edit content for various publications, businesses, and professionals

Student Intern

Carnegie Foundation for the Advancement of Teaching | Stanford, CA

June 2013–August 2014

- Managed the company's organizational and administrative duties
- Coordinated educational seminars, and research programs
- Gathered research data and creates analytic reports