Sarah Lee

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Education:

Bachelor of Arts in English Literature

State University, Graduated in 2020

GPA: 3.4/4.0

Relevant Coursework:

- Technical Writing

- Creative Writing

- Public Speaking

Skills:

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint)

- Excellent written and verbal communication abilities

- Strong research and analytical skills

- Teamwork and collaboration

Experience:

Content Writer, XYZ Company (2021 - Present)

- Craft engaging and informative articles on various topics

- Conduct research and gather data from reliable sources

- Collaborate with the marketing team to develop content strategies

Social Media Intern, ABC Nonprofit (Summer 2019)

- Managed social media accounts and created content calendars

- Assisted in developing social media campaigns and analyzing performance metrics

- Participated in brainstorming sessions for new content ideas

Certifications:

- Google Digital Marketing Certification (2022)

- HubSpot Inbound Marketing Certification (2021)