

**PROFILE STATEMENT**

- Accomplished, experienced writer and editor with verifiable success in developing original content online and in print. Extremely innovative with expertise in publishing, advertising, marketing, storytelling, website content, and social media
- Leverages strong work ethic to function effectively under deadline pressures within a high-productivity environment; complemented with the ability to learn new skills quickly

**EDUCATIONAL QUALIFICATIONS**

**Holy Family University**, Philadelphia, Pennsylvania  
Bachelor of Arts in Digital Communications, Minor: Social Media  
Member of Lambda Pi Eta Honor Society

**SKILLS AND EXPERTISE**

- ◆ Copy Editing
- ◆ Digital Marketing
- ◆ Website Management
- ◆ Copywriting
- ◆ Research & Analytics
- ◆ Social Media Management

**PROFESSIONAL EXPERIENCE**

- Kappa Publishing Group, Blue Bell, PA** **Oct. 2016 – Present**  
**Copy Editor | Copywriter | Social Media Associate**
- Copy edit all content, including updating for relevancy and fact-checking
  - Prepare and deliver engaging content that educates and enlightens individuals at various levels of understanding
  - Write copy for social media, website, and other digital materials
  - Manage social media channels
- Entrupy, Inc. Hatboro, PA** **Sept. 2015 – Oct. 2016**  
**Data Entry | Social Media Assistant**
- Developed strategies that supported marketing initiatives for social platforms
- Holy Family University, Marketing Dept.** **Sept. 2014 – May 2015**  
**Intern to Heather Dotchel, Director of Marketing & Communications**
- Conducted market research for admissions strategies
  - Edited marketing materials, website content, and social media posts
  - Interviewed alumni and students for profile building
- Holy Family University Newspaper** **Sept. 2013 – May 2015**  
**Senior Editor of Tri-Lite**
- Produced and edited articles for submission
  - Managed editing projects from start to finish while maintaining relationships with authors, illustrators, and faculty

**TECHNICAL SKILLS**

- Microsoft Office Suite
- Adobe Creative Suite
- Chicago/AP/AMA Styles
- WordPress