

## Ashwin Jagannathan

1712 21<sup>st</sup> Rd N, Apt 7; Arlington, VA 22209; shwinj@gmail.com; 304-906-7082

### Experience:

**Editorial Liaison** – *Reviewed.com* (a division of USA Today) McLean, VA

*June 2014 – May 2016*

- Created and edited news and feature content for USA Today's online and print platforms.
- Wrote a weekly roundup article on noteworthy gadgets and other news stories for USA Today's website.
- Wrote and contributed headlines for news and feature stories and product reviews.
- Edited and translated technical language on product reviews for a broader audience.
- Facilitated communication between Reviewed.com and USA Today editors and reporters.
- Coordinated breaking news coverage and Reviewed.com's social media presence.
- Analyzed site traffic using Google Analytics data to inform content output for USA Today's online platform.

**Outreach Manager** -- *Eye Foundation of America*, Morgantown, WV *Jan 2014 – June 2014*

- Created, edited, and managed online content and newsletters through WordPress and social media.
- Developed materials for outreach and development, including fundraising projects via Indiegogo.

**Community Outreach Coordinator** - *IIT Madras Alumni Association of North America*

(*IITMAANA*), Washington DC

*Nov 2012 – Sept 2013*

- Created and edited content for IITMAANA's website.
- Created and mailed newsletters to IITMAANA stakeholders and donors.
- Managed and created social media content.
- Organized alumni reunions and networking events.

**Administrative Assistant** - *WVU Physics Department*, Morgantown, WV *Jun 2012 - Sep 2012*

- Managed employee payroll and student tuition waivers.
- Planned and supported departmental events and activities.

**Freelance Writer** – *Dominion Post*, Morgantown, WV

*Aug 2009 - Dec 2011*

- Responsible for writing over 100 recaps and feature articles about a variety of high school sporting events and players.

**Intern** – *WVU Procurement, Payment, and Contracting Services*, Morgantown, WV

*May 2011 - Dec 2011*

- Created process flow documents using Microsoft Visio for University procurement procedures.

**LSAT Tutor** – *ProPrep*, Morgantown, WV

*Sep 2009 - Nov 2012*

- Coached and lectured to a class of students preparing for the LSAT exam.

**Radio DJ** – *WWVU-FM*, Morgantown, WV

*Sep 2007 – May 2010*

- Hosted a weekly radio show, featuring music, news, and sports updates.

**Junior Fellow Intern** – *Library of Congress*, Washington, DC

*June 2007 – August 2007*

- Catalogued rare materials in the Music division.

**Education:** **West Virginia University**, Morgantown, WV

*Master of Public Administration*

*Dec 2011*

**West Virginia University**, Morgantown, WV

*Bachelor of Arts in English, Magna Cum Laude.*

*May 2009*