

SKILLS

Advanced Academic Linguistics Experience
Computer Literate, Microsoft Office + Adobe Creative Suite Experience
Working Knowledge of English Syntax, Construction, Oddities
Clear Communication and Organizational Skills
Detail Oriented, Highly Motivated
Spanish and Italian Language Comprehension

EXPERIENCE

University of Oregon, OR - *Resident + Mentor Resident Assistant*

SEP 2013 - JUNE 2015

- Advised and counseled 90 global students in a residence hall
- Managed sensitive information flow across multiple platforms
- Required high-level ability to communicate clearly across language barriers
- Regularly managed and co-created campus events
- Helped students correct papers and organize ideas for projects

Hideaway Bakery, Eugene, OR - *Barista + Food Server*

MAY 2016 - APRIL 2018

- Oversaw operations and service of a large weekly outdoor food and music event.
- Management and social interaction skills through customer and team interactions.
- Experience on a tight-knit team in a fast-paced environment

steemit.org- *Blogger*

DEC 2017- MAY 2018

- Advanced detail oriented writing and research skills
- Managed and edited graphics and design elements using Adobe Creative Suite
- Co-Developed online work trade program, designed and edited relevant web pages

Mojo Burrito, TN - *Food Service*

MAY 2018 - MAY 2019

- Ensured food-safe service in a fast-paced, structured work environment
- Helped manager to receive stock and accurately count/rotate inventory
- Occasionally provided bi-lingual customer service (English, Spanish)

Pizza Doughnais, OR- *Cashier, Hostess, Prep*

FEB 2020- CURRENT

- Provide quality FOH service and detailed product information to customers
- Analyze trends in customer preferences to enhance service
- Work quickly to overcome technical difficulties and refine operations
- Oversee customer-facing service, third-party orders and customer satisfaction

Study.com- *Content Writer*

DEC 2020 - CURRENT

- Work remotely writing articles covering education topics such as degrees, careers, coursework and financial aid
- Work with CMS and wiki formatting, in-depth research skills
- Produce high-quality larger scale content in a timely fashion

Titanium Marketing- Content Writer

DEC 2020- CURRENT

- Work remotely as a contract writer producing a variety of articles including client blogs, 'skyscraper technique' articles, email campaigns, etc.
- Requires attention to detail and dynamic writing abilities
- Communicate clearly with content managers to ensure quality of content

EDUCATION

University of Oregon, OR- B.A.: Linguistics & Romance Languages

September 2012-May 2016

Graduated Magna Cum Laude. Academic Awards in Linguistics Major.

- Experience working in teams to analyze and process diverse linguistic data

Spanish and Italian specialization in Romance Language Major. Cultural experience through Italy Study Abroad.

VOLUNTEER

Myers Elementary, OR-- Kindergarten-2nd Grade Volunteer

Experience volunteering in multiple classrooms teaching elementary students over many years. One classroom focused on bilingual students/ bridging the gap to language equality.

REFERENCES

[Contact](#) for References