

Mackenzie Lott

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🌐 <https://mackenzielott.journoportfolio.com>

Education

**University of British Columbia,
Vancouver, BC**
Bachelor of Arts in English Literature
2021
Graduated with Honours

Skills

- 60 WPM typing speed
- Conversational in French and Spanish
- Interpersonal relations
- Problem solving
- Work ethic

Qualifications

- Digital content management experience
- 7 years of work in customer service
- Writing published in minor publications

Certifications

- ❖ WHMIS
- ❖ Standard First Aid
- ❖ CPR Level C
- ❖ Class 5 + 6 Driver's License, clean abstract

Awards

- ★ Bamfield Marine Sciences Center Scholarship
March 2020
- ★ Scotiabank National Scholarship
August 2018
- ★ International Studies Award of Distinction
February 2016

Work Experience

Journalism and Creative Writing, Freelance, Vancouver BC *September 2015 - Present*
Conducting interviews with BC artists, writing for publication.

Contributor, The Ubyyssey, Vancouver BC *Spring 2019*
Covered campus accessibility issues.

Newsroom Intern, Post Media/UBC Tri-Mentorship, Vancouver BC *Spring 2018*
Assistant to the managing Editor, participated in newsroom meetings.

Lifeguard, YWCA Health + Fitness, Vancouver BC *June 2021 - Present*
Customer service and first responder for facility emergencies.

Head Guard, UBC Aquatic Center, Vancouver BC *October 2021 - January 2022*
Staff management of 85+ student employees at one of Canada's premier aquatics facilities. Also assisted with filing, registrations, refunds and program coordination.

Shift Supervisor, UBC Aquatic Center, Vancouver BC *July 2017 - September 2018*
Supervised student staff and acted as first point of contact for public relations; assisted Head Guard and administrative team when necessary.

Volunteer Work

Underprivileged Youth Outreach, Project Amigo, Colima, Mexico *August 2019*
Taught swimming lessons, participated in community and education initiatives.

Contributor, The Ubyyssey Newspaper, Vancouver BC *February 2019*
Covered campus accessibility issues.

Runner, Barnsley Lifeguard Competition, Vancouver BC *August 2017*
Event set-up and tear-down, victim simulation for rescue scenarios.

Chairperson, Ski and Board Club, New Westminster BC *September 2015 - April 2016*
Organized Social events, planned ski trips and coordinated club volunteers.

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To Whom It May Concern:

I have long desired formal work experience in editing and writing. My mother worked as a Copy Editor for more than a decade, and from her guidance I developed a love for writing and editing work. In my education I have sought opportunities to participate in the writing community, first by writing for publication and conducting interviews with BC artists and then through UBC's Arts Tri-Mentorship Program. I have continued to invest my time into professional writing, making contributions to the Ubysey newspaper and a variety of creative writing journals while completing my Honours thesis. I believe these experiences demonstrate a commitment to revision of the written word and would make me an asset to your company.

I am:

- hard working
- meticulous in my editing
- comfortable meeting deadlines in a demanding environment.

Thank you for reviewing my application. I am available to meet either virtually or in person at your convenience.

Sincerely,

Mackenzie Lott