

# KRISTIN VEGH

465 W. Fountain St, Apt 2, Providence, RI 02903  
E-mail: kristinvegh1@gmail.com, Phone: 401-447-9085

---

OBJECTIVE	To utilize my writing and analytical skills, as well as my attention to detail in order to provide long-term support in a copywriting, marketing, and editing role.
EDUCATION	University of Rhode Island, Kingston, RI Bachelor of Arts in English and Writing, May 2015 Cumulative GPA: 3.76 (Summa Cum Laude)
HONORS	Dean's List all 4 years, Amaral Golf Scholarship recipient, Nancy Potter Endowment Scholarship recipient, Ocean State Writers Conference 2017 scholarship recipient.
RELATED EXPERIENCE	<b>Freelance Editor</b> , Lincoln Institute of Land Policy, July 2018 – Present <ul style="list-style-type: none"><li>- Formatting working papers to house style guidelines</li><li>- Editing and proofreading for errors and inconsistencies</li></ul> <b>Freelance Copywriter</b> , Perficient, May 2018 – Present <ul style="list-style-type: none"><li>- Creating promotional content for contracted clients</li><li>- Researching and sourcing material for entertainment articles</li></ul> <b>Production Assistant</b> , AAA Northeast, Nov. 2018 – Present <ul style="list-style-type: none"><li>- Providing clerical support throughout the insurance agency</li><li>- Performing data entry and account management</li></ul> <b>Roadside Service Counselor</b> , AAA Northeast, Jan. 2018 – Nov. 2018 <ul style="list-style-type: none"><li>- Receiving roadside assistance calls, performing data entry, promoting club enrollment, taking payments</li></ul> <b>Bookseller</b> , Barnes & Noble, Nov. 2013 – Present <ul style="list-style-type: none"><li>- Customer service, completing assigned tasks, managing transactions, selling and promoting merchandise, data entry</li></ul> <b>Intern</b> , Irene Caniano Coaching, Paid Internship, June 2015 <ul style="list-style-type: none"><li>- Proofreading a completed life coaching e-book</li><li>- Providing editorial feedback</li></ul> <b>Freelance Proofreader</b> , Fiverr, Jan. 2015 – Present <ul style="list-style-type: none"><li>- Proofreading for grammatical, typographical, and usage errors</li><li>- Editing for language quality in translated and ESL documents</li><li>- Communicating and collaborating with multiple repeat clients</li></ul>
PROJECTS	<b>Literature, She Wrote</b> , Blog, <i>litshewrote.wordpress.com</i> <ul style="list-style-type: none"><li>- Composing analytical posts about literature written by women</li><li>- Using social media and visual content to widen audience and engage readers</li></ul> <b>Contributor</b> , <i>Femsplain</i> , May-June 2015
ADDITIONAL SKILLS	Mac and PC proficient, social media, Google Docs, Microsoft Office, Dropbox, junior developer, some French, blogging, Wordpress.
ACTIVITIES	Music performance, hiking, photography, reading.