

MEREDITH J. GARRETT

TECHNICAL WRITER + POET

☎ 1-256-490-7705

🏠 Chattanooga, TN

✉ meredith.jade7@gmail.com

ABOUT ME

Motivated to use the communicative skills of writing and relationship development to create unique content, tell engaging stories, and develop strategies to amplify them. Committed to making both the technical and the sentimental aspects of life more approachable.

EDUCATION

BA English/Writing
Jacksonville State University
2010

WORK EXPERIENCES

Technical Writer

Warber Robinson, LLC - Tax Advisory Group

2019-2022

- Analyze clients' technical research and development projects to write scientific reports that substantiate federal tax credits
- Conduct interviews with subject matter experts, writing technical reports across a variety of industries (i.e. software, manufacturing) to bolster credit claims
- Writing/Developing/Presenting training materials to assist in onboarding new writers
- Editing reports and compiling deliverables for clients

Technical Writer, Consultant

Anglin Reichmann Armstrong - Tax Advisory Group

2020-2022

- Acting as consultant and writer for R&D department, reviewing documentation and drafting technical interview reports on aerospace and military-related activities

Content Writer/Storyteller

University of the South, Sewanne

2017-2019

- Generated content for University website, print publications, admissions material, and video scripts
- Created content development strategies and adhered to University-specific voice to best reach target audiences

EXPERTISE

Grant Writing
Published Poet
Photographer
Leadership/Training
Emotional Intelligence
ESL English Teacher
Certified Personal Trainer
TedX Talk Speaker
Solo Art Exhibition
Microsoft Office Suite
DropBox
Adobe Lightroom
Wix & SquareSpace