



John Ashe

Professional Marketing and Advertising
Writer



Experience

2016-10 -
present

Administrator of Promotion Execution

Ahold, USA

- Create and edit promotions for various weekly advertisements.
- Utilize DemandTech, Promotion Execution, Microsoft Office Suite, and the Legacy Mainframe system to initiate and support weekly sales.
- Respond to in-store help requests and technical difficulties.
- Analyze data to determine causes of potential errors and system failures.

2015-08 -
2016-10

Advertisement Proofreader

Ahold, USA

- Reviewed proofs to ensure adherence to copy standards.
- Organized and edited regional page versions.
- Collaborated with merchandisers and page coordinators to problem-solve inconsistencies.
- Received a promotion from contracted to full-time employee.

2015-05 -
2015-08

Script Consultant Intern

Intrinsic Value Films

- Provided essential coverage and gave feedback on new script submissions.
- Proofread and edited potential film productions.

2014-05 -
2014-08

Distribution Center Associate

Amazon/SMX Staffing

- Packaging and shipping processing.
- Paperwork related to shipping orders.

2013-06 -
2013-08

Customer Experience Representative

Campus Door

- Review, process, and submit student loan applications and documentation for lender approval.
- Troubleshoot document submission process.
- Communicate with customers through phone, email, and written contact.



Education

2011-08 -
2015-05

Kutztown University of Pennsylvania, Professional Writing/English, B.A.

Journalism, proofreading, writing and editing classes.

2009-09 -
2011-05

Harrisburg Area Community College

General education courses.



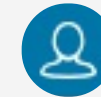
Interests

- Reading fiction and long form articles. Writing short stories and fiction. Hiking, fishing, traveling and being outdoors.



Summary

Talented and motivated professional writer who creates documents for marketing and advertising purposes. Intensely detail-oriented employee.



Personal Info

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Skills

Editing documents for consistency and adherence to style guidelines.

Writing technical documents, letters, papers and proposals.

Professional writing and editing for print and web publications.

Copy Writing and formatting for marketing publications, including newsletters and brochures.

Experienced in Microsoft Suite, Adobe InDesign and Adobe Acrobat.

Writing news and feature articles.

Evaluating document organization and presentation.

Creating and presenting PowerPoint presentations for peers, supervisors and customers.

Organizing and running team meetings.

Word processing average of 65 words per minute.

Fast learner who aims to please and enjoys learning new skills.

Excellent communication and problem-solving skills.