

Amanda Steele

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EDUCATION

Utah Valley University: *Orem, UT* Graduated April 2016
B.S. English Creative Writing, Gender Studies Minor
GPA: 4.00—Dean's List All Semesters; Summa Cum Laude—Donner Galbraith Scholarship Recipient

Boise State University: *Boise, ID* December 2013
Associate of Arts

WORK EXPERIENCE

Performance First Marketing January 2018–Present
Contract Writer

- Write 15 blog posts daily about relevant news stories for law firms across the country.
- Research information and write topical blog posts for law firms.

Expertise August 2017–February 2018
Contract Writer

- Researched businesses and wrote summaries and descriptions for SEO purposes.

ObservePoint May 2017–January 2018
Contract Writer

- Researched topics related to data quality and assurance and drafted web content and blog posts.
- Created over 15 press releases.
- Wrote meta descriptions for web content.

Infogenix April 2017–December 2017
Freelance Content Writer

- Produced web copy and articles for multiple clients.
- Wrote over 50 blog posts and articles.
- Learned landscape of required article topics and synthesized information to prepare compelling copy.

RushCube, Online February 2017–September 2017
Content Writer

- Wrote over 50 blog posts, news articles, and landing pages for multiple clients and companies.
- Drafted compelling and engaging copy with the purpose of enhancing online brand presence.

Wallaroo Media, Provo May 2016–August 2016
Intern

- Managed social media for clients and other social media marketing task. Scheduled social media calendar and created content.
- Proofed and edited other's work as necessary. Drafted blog posts and landing pages with a marketing eye.

VOLUNTEER EXPERIENCE

- Blog Writer for *peculiar*, a queer literary journal, February 2016–Present
- Prose Editor for *Touchstones*, a journal at Utah Valley University, Spring 2016
- Teaching Assistant, Spring 2016, for Dr. Laura Hamblin
- Staff editor at *Essays*, a publication at Utah Valley University, Spring 2014

ADDITIONAL SKILLS

Social Media: Expert in Facebook, Twitter, Tumblr, and other common social media platforms.

Technical Skills: Knowledgeable in MS Word, MS Excel, and Mac OS programs. Well-versed in collaborative interfaces such as Google Drive, Slack, Trello, and Asana. Working knowledge of WordPress.

Publications and Presentations: “Greedy” and “Mom,” *The Dandelion Review*, a literary journal, Spring 2018; “Alturas Lake” and “Excise,” *peculiar* a Utah-based literary journal, Summer 2017; “Cling,” *Sun and Sandstone*, a journal at Rocky Mountain College, Spring 2016; “Creative Nonfiction and the Language of Animal Rights,” *Intersections*, a journal at Utah Valley University, April 2016; “Transgender Intersections and Femininity,” *Essais*. 5.2., Fall 2015, Utah Valley University.

Interests: Television, Creative Writing, Fan Culture, Gender Studies.

