

# Kiely Kuligowski

Phone: 1-203-394-7397 E-Mail: [kielykuligowski@gmail.com](mailto:kielykuligowski@gmail.com)

Address: 371 S 4th Street, Brooklyn, NY 11211

LinkedIn: [linkedin.com/in/kiely-kuligowski](https://www.linkedin.com/in/kiely-kuligowski)

## Experience

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### ***Copywriter/Account Manager, Hatch130***

**September 2017- September 2018**

- Wrote copy for variety of mediums, including press releases, digital and print advertisements, blog posts, news articles, social media, and SEO.
- Proofread 5-7 pieces of creative per day and provided targeted feedback and guidance to all client copy.
- Managed 10+ accounts by building project timelines, communicating clearly between clients and design team to maintain clear expectations and deadlines, soliciting and acting upon client feedback, and providing strategic recommendations to clients.
- Built and maintained 6 webpages on Wordpress and Drupal.

### ***Freelance Editor, Self-Employed***

**June 2016- Present**

- Provided content editing, proofreading, and consistency check services for written mediums including essays, cookbooks, and a textbook, *Surviving Organisational Behavior*, authored by Anthony Smith-Meyer, Professor of International Management and Business, Miami University Dolibois European Center.
- Issued detailed critiques on all edits to ensure clients' understanding and satisfaction.

### ***Intern, Tiplr***

**January- May 2017**

- Wrote detailed and tailored travel tips for app users based on personal travel experiences that outlined top sights, dos and don'ts, hidden gems, etc.
- Provided direct crucial feedback on app to project managers, including functionality, accessibility, and applicability.

### ***Staff Editor, Odyssey Online Magazine***

**July 2015- March 2017**

- Achieved over 6,000 views/shares on pertinent, engaging weekly articles ranging from news, lifestyle, pop culture, and political commentary.
- Managed group of 25 staff writers by establishing deadlines, advising on topics and writing styles, and providing weekly edits.

## Education

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### **Miami University, Oxford, Ohio**

**August 2013-May 2017**

Major: English Literature

Minors: Management & Leadership, Spanish

**Off-Campus Study, Miami University Dolibois European Center, Differdange, Luxembourg** **January-May 2016**