

EMMA FLOWERS

✉ thesinginmoon@gmail.com

☎ (817) 243-0612

📍 Remote

PROFESSIONAL SKILLS

- UX research and design
- Content Writing
- Technical Writing
- SEO Writing
- Graphic design expertise
- Document editing
- Social media management
- Copywriting
- Remote Collaboration
- Research & Analysis
- Adobe Indesign
- Proficient in Adobe. Microsoft Office, Google Offices

EDUCATION

Stephen F Austin State University
Nacogdoches, TX • 12/2025

Bachelor of Fine Arts: Creative Writing

- Thesis: The Star Undaunted (117k words)
- 3.35 GPA
- Academic Honor Award Scholarship Recipient
- Housing Award Scholarship Recipient

Granbury High School
Granbury, TX • 05/2021

High School Diploma

PROFESSIONAL SUMMARY

Published writer with a BFA in Creative Writing, specializing in technical writing, technical documentation, content marketing, and SEO-optimized content. Proven track record of remote collaboration and consistently delivering high-quality work under tight deadlines. Recognized for contributions to Piney Dark Literary Magazine, reflecting a commitment to excellence in written communication. Passionate about leveraging writing skills to create impactful content that addresses diverse audience needs.

WEBSITES, PORTFOLIOS, PROFILES

- emmaflowers.portfolial.com

WORK EXPERIENCE

Our National Conversation - Content Writer Intern

Los Angeles, CA • 05/2026 - Current

- Crafted compelling news articles to boost audience engagement.
- Evaluated emerging political issues to ensure timely and relevant contributions to discussions.
- Engaged with editorial team to maintain high standards of consistency and credibility in all written materials.
- Ensured high standards of clarity and grammatical accuracy in articles through thorough editing and proofreading before release.

Cave Web Works - Freelance Ghost Writer

(Remote) • 02/2022 - 10/2022

- Crafted and published 25+ SEO-focused articles to enhance online visibility for B2B clients in various sectors.
- Ensured 100% on-time delivery rate while managing remote operations.
- Assisted in creating web content, including blog posts, service pages, and marketing copy. Contributed to the development of engaging blog posts, informative service pages, and persuasive marketing content.
- Collaborated with clients to meet brand voice and SEO requirements

HUMID Literary Magazine - Editorial Assistant & Content Editor Intern

Nacogdoches, TX • 09/2024 - 12/2024

- Edited and curated submissions for literary quality, ensuring adherence to magazine standards.
- Collaborated with writers to enhance narrative structure and thematic depth of content.
- Conducted thorough proofreading, identifying grammatical errors and inconsistencies in articles.
- Developed style guides to maintain consistency across various literary formats and genres.

CERTIFICATIONS

UX/UI Writing -Coursera, 2025

Chartwells Higher Dining Services - Administrative Assistant - Data Entry

Nacogdoches, TX • 02/2024 - 12/2025

- Organized and maintained office supplies, ensuring efficient inventory management and availability.
- Assisted in scheduling meetings, coordinating logistics for events, and managing calendar updates.
- Implemented filing systems that improved document retrieval efficiency and reduced processing time.
- Streamlined communication processes between departments to enhance collaboration and information sharing.

The Singin' Moon LLC - Small Business Owner

Nacogdoches, TX • 10/2023 - 05/2025

- Created marketing copy and advertisements to promote products and drive sales
- Established supplier relationships, negotiating terms to ensure quality products at competitive prices.
- Implemented marketing strategies across digital platforms, increasing brand visibility and engagement.
- Oversaw financial management, including budgeting and forecasting to drive profitability and growth.

REFERENCES

- Sarah, Parks, Sara.Parks@sfasu.edu, Tech Writing Professor
- John, McDermott, mcdermotj@sfasu.edu, Thesis Professor
- Brian, Overgoner, brian.overgoner@compass-usa.com, Chartwell's, General Manager

AWARDS AND PUBLICATION

Published Author of "Bloody Pining", Piney Dark Literary Magazine 2025

CONTACT

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