

Emily Brown

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Resume Profile

Outstanding writer and editor with varied experience seeks to utilize organizational, communication, and writing skills to contribute to an organization in the publishing industry.

WORK EXPERIENCE**Freelance Copywriter**

Anderson Publications, Inc., San Antonio, Texas (2012)

- Wrote and proofread copy for marketing materials promoting educational assessments, resulting in increased leads for sales team.

Writers For Hire, San Antonio, Texas (2011)

- Wrote ad copy for newsletters that promoted nutritional supplement products for a national health store chain.
- Conducted extensive research to learn about the products in order to write about them in an informative, interesting manner to pique customers' interest.

Public Relations Assistant

University of Texas at San Antonio (UTSA) Public Relations Department, San Antonio, TX (2010 - 2011)

- Assisted in the production of UTSA's newsletter editing and writing copy that promoted accomplishments and honors of the University's faculty and students.
- Worked directly with UTSA's Public Relations team to disseminate and collect press releases and news clippings related to the identity of the University and its faculty and students.

INTERNSHIPS**Editorial Intern**

San Antonio Statesman, San Antonio, Texas (2012)

- Worked with the Editorial Assistant and staff writers to research stories and edit text.
- Assisted in producing the Around The City section in the San Antonio Statesman, which lists all the notable cultural events taking place in the city for the month
- Helped to generate story ideas at the monthly Editorial Board meetings and performed various editorial and research tasks that assisted in the production of the newspaper

Marketing Intern

Harcourt Assessment, Inc., San Antonio, Texas (2011)

- Wrote and proofread copy for ads, catalogs, and flyers promoting educational assessments.

SKILLS AND ABILITIES

Computer Skills

Hardware: PC and Macintosh

Software: Microsoft Office, Microsoft Word, Outlook, Quark, Windows, Excel, PowerPoint, Page Maker, Vegas Pro, Pro Acid, Sound Forge, Premier and various other media related software.

Other Skills

Video and Audio Production; Journalism Experience; Script Writing; Writing for the Media; Creative Writing; Aesthetics of Vision and Sound; Media Ethics; Public Relations; and Advertising

VOLUNTEER HISTORY

Tannen Blood Center (2011)
Assistant Systems Clerk

American Red Cross (2010-2011)
Relief volunteer

EDUCATION

Bachelor of Arts — Communications
The University of Texas — San Antonio, San Antonio, TX