

JEDD COLE**E:** cole2jd@mail.uc.edu**W:** jeddcollection.weebly.com**A:** 2822 Cypress Way, #11C, Cincinnati, OH 45212**T:** (513) 370-6901

SKILLS SUMMARY Creative, intuitive and reflective writer and editor combining detail-oriented personality with big-picture thinking. Writing, managing and editing print and digital content to AP style guidelines. Writing and maintaining blogs in academic and personal contexts. Intermediate spoken, written Spanish fluency.

Basic web design and coding (HTML, CSS) using Adobe Dreamweaver, image editing and web preparation using Photoshop, logo design using Illustrator, magazine layout using InDesign and video editing using Premiere.

EDUCATION**University of Cincinnati** (graduation 2015)

B.A., English: Rhetoric and Professional Writing

Certificate, Business Spanish

Relevant Courses: Rhetoric of Social Media, Web Design, Business Writing, Desktop Publishing, Writing with Style, Creative Writing (Fiction), Business Spanish I, II

Performance: 3.9 GPA, Dean's List

SELECTED PROJECTS**WriteProfessionally.org** (ENGL3069 Web Design)

Helped design and code a functioning website prototype for UC's Professional Writing faculty.

RPW Promo (ENGL3074 Social Media)

Storyboarded and produced promotional video for the Rhetoric and Professional Writing degree. Edited with Adobe Premiere.

EXPERIENCE**Editorial***Gardner Business Media* (5/2014-present)

Copy edited, fact checked and proofread content for *Modern Machine Shop*, *Products Finishing*, and *Production Machining* magazines as well as for email newsletters and blogs, adhering to AP and in-house style guides and using house content management system.

Journalistic*Gardner Business Media* (5/2014-present)

Conducted interviews and wrote short (<1,000-word) news articles for *Modern Machine Shop* and *Products Finishing*, representing a total audience of 125,000 subscribers. Wrote three short (<500-word) articles for *Show Daily*, distributed to the 2014 International Manufacturing Technology Show's 114,000 attendees.

Creative*Publications*

Wrote and published 20 short fiction stories in online and print journals.
Wrote and published 10 articles for church website LifeHopeandTruth.com.

Blogs

Wrote for and maintained Media(ry), a blog tied to the Rhetoric of Social Media course, keeping a schedule of at least three blog posts per week on topics relating to social media. Also wrote and maintained Electric Didact, an authorial blog on topics relating to publications, fiction and creative writing.