

EMILY RATAY

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Relocating to New York City in July 2016

OBJECTIVE

I am looking for an opportunity writing articles, columns, or interest pieces with a company in print or digital media. My goal is to work with a company that helps me grow as a writer.

EDUCATION

Bachelor of Arts International Studies, Foreign Languages & Literature

Concentration: **French**

May 2015

Old Dominion University

Major GPA: **3.6**

Related Courses: International Politics, Contemporary France Through Media, Advanced French Grammar & Syntax, Geographical & Cultural Studies, Business French, Applied French Phonetics

Awards & Honors: Foreign Language Association of Virginia College/University Student Recognition

Diplôme d'Études en Langue Française

Level: **A2+/B1**

April 2014

L'Institut de Touraine

Related Courses: Oral & Written French, French Phonetics, French Culture & History, Francophone Literature

Awards & Honors: DELF niveau B1, ODU Foreign Language Major Scholarship, Dean's Education Abroad Award for Foreign Language & Literature Majors

SKILLS

Technology: Microsoft Office, Social Media Networks, Apple OSX, Research

Language: Fluent in French

Interpersonal: Customer Service, Leadership, Communication, Volunteering

EXPERIENCE

Spirit. Substance. Style. Magazine, Content Creator Intern Oct 15 - Present

- Research and write articles on neuroscience and spirituality
- Edit and publish content for magazine and website
- Create engaging material, including quizzes and social media challenges

J. Jill, Sales Associate

May 14 - Present

- Assist with floor set execution and re-merchandising of store
- Build customer loyalty and provide service by enhancing shopping experience
- Maintain individual and team sales and productivity performance goals
- Acquire new customers through promotions and sales

Words for Hire, Administrator/Editor

Oct 15 - Apr 16

- Edit all articles submitted by writers for grammar and syntax
- Perform as project manager by posting work to client's websites
- Correspond with writers and admins
- Handle overflow work for interns and admins by writing extra articles
- Create SEO-compatible posts for easy web searching

Words for Hire, Editorial/Journalism Intern

Mar 15 - Aug 15

- Write content for web pages, blogs, and articles for clients
 - Edit all content for syntax and grammatical errors
 - Work in teams to handle extra work for clients by writing additional articles
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SERVICE

National Society of Leadership and Success

Mutt Love Rescue Adoption

ODU French Club

ODU Marine Biology Club

Keep Norfolk Beautiful

Norfolk Historic Cemeteries