ANNE ABRAHAM

COMMUNICATION PROFESSIONAL

QUALIFICATION

Bachelor of Arts in Professional Communication
Diploma in Professional Writing
2+ years of technical writing
Able to adapt and work within a team or as a leader
Fast learner with strong work ethic
Responsible, self-motivated, honest, and trustworthy

EXPERIENCE

Portfolio

www.amabraham.wix.com/annemarie
https://ca.linkedin.com/in/annemarieabraham

Petrotech Engineering, Ltd

Technical Writer

Jan. 2013 - Present

Write and edit geological engineering summaries.
Format and write oil and gas reserves and resources reports according to the guidelines of the Society of Petroleum Engineers and the Canadian Oil and Evaluation Handbook Standards.
Edit and format all visual content.
Established online presence by creating the company website.

Real Canadian Superstore

Sales Associate

Jul. 2009 - Jun. 2014

Worked closing shift and counted tills in Beauty and Joe departments.
Maintained presence on sales floor and addressed customer needs.

PRACTICUM

UVic Hockey Team

Content Writer

Oct. 2014 - May 2015

Increased online activity by posting regular and engaging updates.
Created and implemented social media plan to increase online presence.
Increased awareness through networking with Vikes Nation, the university spirit team.

The Other Press

Contributing Journalist

Sept. 2012 - Mar. 2014

Wrote stories and feature articles.
Worked closely with editors to hone my writing skills.

PRACTICUM Cont.

The B.C. Catholic

Jun. 2013 - Aug. 2013

Journalist Intern

Updated blog with posts of current events.
Prepared written and visual content for weekly deadlines.
Retitle articles to capture interest and fit in the layout.

EDUCATION

Royal Roads University
Victoria, B.C.

Aug. 2014 - Sept. 2015

Bachelor of Arts in Professional Communication

Educated in the areas of news writing, marketing, photography, web content writing, and graphic design. Studied in an academic setting that encouraged a hands-on application of skills over theory. Worked in different groups each semester for the opportunity to act as both team leader and team player.

Douglas College
New Westminster, B.C.

Jan. 2012 - May 2015

Diploma in Professional Writing

Learned the best practices of professional writing in a teaching environment that applied a hands-on approach to learning. Applied research and theory from the classroom in a work setting and produced content for real clients to submit as school assignments. Produced written content for organizations such as Fraser Health, Piccolo Software, and Grouse Mountain.

TECHNICAL SKILLS

InDesign	Word	HTML
Illustrator	Excel	CSS
Dreamweaver	PowerPoint	WordPress
Photoshop	Outlook	Weebly
Acrobat	Paint	Wix

LANGUAGES

Fluent in English
Minimum Work proficiency in French

COMMITMENT

Versatile communicator able to take on a multitude of roles within the industry. Determined to be passionate, creative, and tenacious in the workplace in order to produce the optimum communication practices.

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