

KELSEY ARVIDSON

JOURNALISM AND PUBLIC RELATIONS

CONTACT

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PROFILE

Aspiring journalist with strong communication skills. I am experienced in: creating media and news content through visuals, writing on various platforms, and customer service. Desires to join an innovative, goal-oriented team with a clear growth track.

SKILLS

- Adobe Software
- Social media strategy
- Creative and News Writing.
- Leadership
- Conflict Resolution
- Copy Editing
- Visually creative
- Decision Making
- Adaptability

EXPERIENCE

PRACTICE MANAGER

SIERRA PSYCH SOLUTIONS | JUNE 2017-
CURRENT

- Managed conflict with insurance companies.
- Processed billing and entered metadata.

LAB TECHNICIAN AT IMT SOLUTIONS

AZUSA PACIFIC UNIVERSITY | AUGUST 2018 -
CURRENT

- Acknowledge customer issues and resolve them efficiently.
- Oversee computers and printers for on-campus libraries.

COCKTAIL WAITRESS

19TH HOLE CLUBHOUSE | MAY 2019-AUGUST 2019

- Provided customers with food and drinks in a timely manner.
- Multitasked while exhibiting friendly customer service.

DATA RECORDS ASSISTANT

GRADUATE AND PROFESSIONAL REGISTRAR | JAN 2020-
CURRENT

- Corrected historical errors
- Audited data

EDUCATION

BACHELOR OF ARTS, MAJOR IN JOURNALISM MINOR IN PUBLIC RELATIONS

AZUSA PACIFIC UNIVERSITY | 2017- PROJECTED TO GRADUATE 2021

- Studied abroad in South Africa Spring 2019

ACCOMPLISHMENTS

SOCIAL MEDIA CAMPAIGN

HANNAH BREKKE PHOTOGRAPHY'S COMPANY RE-BRAND.
REACHED OVER 1,000 PEOPLE ONLINE TO
BOOST CLIENTAL.

ZUNews WRITER

CURRENTLY CONTRIBUTING TO NEWS OUTLET WITH ORIGINAL
ARTICLES, PODCASTS, AND VIDEO CONTENT. ALL AVAILABLE AT
ZUNews.COM