

ANNA WENDT

EDUCATION

Brigham Young University
2009–2013 | Provo, Utah

B.A. in communications, journalism emphasis

Minor in Spanish

Cumulative GPA: 3.94

SKILLS & INTERESTS

Writing & Editing

Copyediting, copywriting, and SEO strategies

Newswriting and editing

Style guides: AP, Chicago, and Yahoo!

Design

Print design for newspapers and magazines

Adobe Creative Suite and Procreate for iPad

Typography and basic handlettering

Online Communication

Community management and marketing

Blogging platforms: Wordpress, Blogger, and Tumblr

Twitter, YouTube, Instagram, Pinterest, Etsy

Communication via MailChimp and Vanilla Forums

CONTACT

a13wendt@gmail.com

wendtanna.com

[@annawenthome](http://annawenthome.com)

WORK EXPERIENCE

Chief content writer & editor at Skipio
Sept. 2018–Present | American Fork, Utah

Act as the primary contributor to the Skipio blog

Write and edit copy for in-house and external materials

Design infographics, brochures, and other marketing materials for in-house and external use

Team mentor at Boostability
Oct. 2017–Sept. 2018 | Orem, Utah

Managed community of freelance writers and editors in North America, Australia, and the United Kingdom

Performed daily QA of in-house and remote writers/editors

Wrote, edited, and optimized site copy and graphics for WritersDomain blog and Boostability clients

Collaborated with team lead to create web writing and editing training materials for in-house and remote teams

Communicated with Customer Service Representatives about Boostability client needs to improve SEO value

Writer support assistant at Boostability
Sept. 2015–Oct. 2017 | Orem, Utah

Acted as the primary liaison between in-house and remote editing teams and hundreds of freelance writers worldwide

Provided in-depth written and verbal feedback regarding web writing, copywriting, and editing

Conceptualized and designed blog logos and social media branding for WritersDomain

Wrote blog posts and site copy for Boostability clients

Content editor at Boostability
May 2015–Sept. 2015 | Orem, Utah

Edited blog posts and articles per Boostability style

Followed a robust QA system to uphold product standards

Copy editor, designer at The Daily Herald
Feb. 2014–May 2015 | Provo, Utah

Edited news, sports, feature stories for print and online use

Designed news, sports, and feature pages for print

Wrote and edited headlines and photo cutlines