

# Jessica Norfleet

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## Objectives

Seeking a position in the field of Copywriting and Communication to utilize my skills and create engaging content for a company.

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## Education

University of Central Florida

*December 2016* • B.A. in Writing and Rhetoric • Minor in Marketing

Major GPA: 3.6

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## Collegiate Experience

Writing and Rhetoric Symposium: Digital Activism.....*March 2016*

- Panel Speaker for "Excavating Digital Artifacts: Connecting Contemporary Issues to Online Resources"
- Presenter for "Humans of Orlando: Snapshots of Workplace Writers in Action"

Participant in the Showcase of Undergraduate Research Excellence.....*April 2016*

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## Professional Experience

Tupperware Brands US and Canada | 14901 Orange Blossom Trail, Orlando, FL 32837

*Communications/Writing Contractor* January 2017 – Present

Write, Edit and Proofread news articles, fliers, training documents, promotional content, and digital marketing.

Tupperware Brands US and Canada | 14901 Orange Blossom Trail, Orlando, FL 32837

*Creative Writing Intern* May 2016 – December 2016

Write, Edit and Proofread news articles, fliers, training documents, and promotional content.

The Sewing Studio Fabric Superstore | 9605 S US Highway 17/92, Maitland, FL 32751

*Fashion Consultant* December 2014 – May 2016

Main Tasks include helping customers, managing Instagram marketing presence, and writing Weblog posts.

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## Affiliations

Delta Zeta Sorority..... *August 2012 – Present*

- Ritual Chair.....*December 2013 – December 2014*
    - Main tasks include planning and executing ritual events, managing a budget, and coordinating 190+ members
  - Rho Gamma (Recruitment Guide).....*January 2014 – August 2014*
    - Main tasks include acting as a counselor for incoming Potential New Members, upholding Panhellenic Rules and Guidelines, and being an ambassador for the Panhellenic Community
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## Skills

- Proficient in the latest Microsoft Office
- Team worker able to adapt to high stress situations
- Public Speaking