

Ashley Barletta

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Skills

- Microsoft Word - highly proficient
- Microsoft PowerPoint - highly proficient
- Written communication - highly proficient
- Spoken communication - highly proficient
- Microsoft Excel - proficient
- Adobe InDesign - proficient
- Adobe Photoshop - proficient
- Typing - highly proficient
- Proofreading - proficient
- Basic computer skills - proficient
- Copywriting - proficient
- Social media - proficient
- Creative writing - proficient
- Event organization - proficient
- Basic HTML markdown - beginner
- Search Engine Optimization - beginner

Awards and Honors

Phi Eta Sigma - National Honor Society

- Inducted Spring 2021

Sigma Tau Delta - English Honor Society

- Inducted Spring 2022
- Essay accepted into 2022 Sigma Tau Delta conference
- Club secretary for 2022-2023
- Club president for 2023-2024

Mercyhurst Equality of Women (MEOW)

- Revived club during 2021-2022 academic year
- President for 2022-2023 and 2023-2024

Academic Research

- Deconstruction of "To the Virgins, to Make Much of Time" by Robert Herrick.
- Analysis of *Mrs. Dalloway* by Virginia Woolf. Discusses title character's underlying strength
- Analysis of Toni Morrison's *Jazz* through the lens of The Hero's Journey. Discusses Joe Trace's character as the unconventional hero.

Education

- B.A. in English
- Minors in communication and Religious Studies
- Background in theater
- GPA: 3.984
- Dean's List Scholar
- Graduation: June 2024

Relevant Coursework

- Fall 2020: Oral Communication – rhetoric, representing oneself and one's company, and knowing audience.
- Spring 2022: Intro to Journalism – interviewing, editing, and constructing a news piece in AP style.
- Fall 2022: Multimedia Writing – journalistic and broadcast style, public relations, marketing, advertising.
- Fall 2022: Into to Social Media – online identity, engagement, Search Engine Optimization, public relations, marketing, advertising, big data.

Work Experience

- Barista at Topsy Bean - Erie, PA 2023
- Intern at The Clarion News - Clarion, PA 2022
- Baker's Confectionary - Oil City, PA 2020-2021
- James A. Nelles Memorial Pool - Oil City, PA 2019
- St. Stephen Parish Rectory - Oil City, PA 2018

Related Experience

Lumen, Mercyhurst University Creative Arts Journal Editor
2021-2022, 2022-2023

The Merciad Mercyhurst University Student Newspaper
2020-2022

- Served as reporter/writer for weekly student newspaper during first year
- Moved to position of News Editor - writing, editing and publishing articles for second year
- Became skilled in Adobe InDesign and Photoshop

The Grapevine, Venango Catholic High School Literary Journal Editor

2018-2019, 2019-2020

- Reviewed poetry and prose submissions from students
- Assembled the journal and prepared it for publication
- Poems published