

RACHAEL MALTBY

ABOUT ME



I graduate May 2015 from OSU with a strategic

communications degree.

My career goal is to work in public relations with a PR firm, nonprofit organization or communications department in a company. I have had the opportunity to gain PR experience through an internship in Washington D.C., and freelance work on a website, logo and brochure design. Working for OSU's newspaper uses my ability to coordinate a team to create a polished product. In addition to excellent writing I am organized, personable and appreciate a team effort.

EDUCATION

Oklahoma State University

- Bachelor of Science in Strategic Communications
- Graduating May 2015

CONTACT

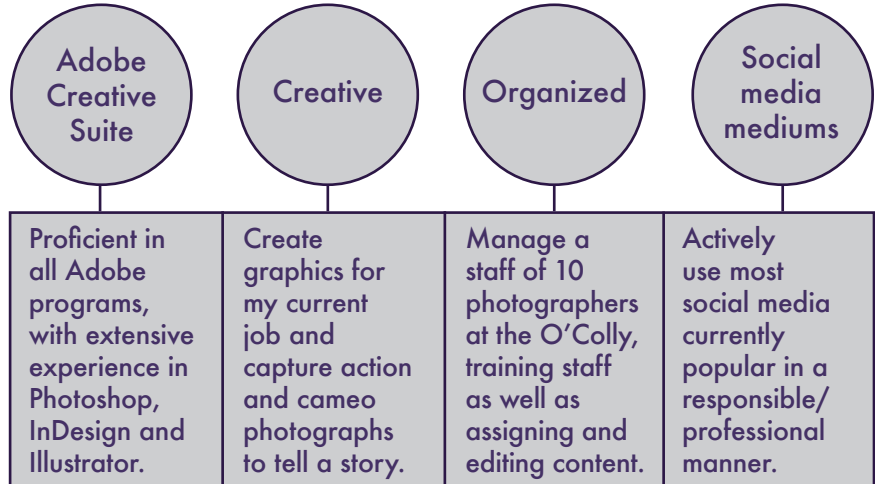
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SKILLS



WORK EXPERIENCE

August 2014

Present

Photo Editor The O'Colly

The O'Colly is Oklahoma State University's school newspaper. Duties include training and managing photographers, selecting, editing and approving photos to be published in the newspaper and online. Regularly use Adobe Photoshop to edit photos and Adobe Illustrator and InDesign for newspaper graphics.

May 2014

June 2014

Intern Bureau of Indian Affairs

Created a series of presentations for a new program the bureau was implementing in 2014. Presentation templates were created in a manner outlining the course for any knowledgeable presenter to easily present the material and customize it with updated information as needed. Addressed various other PR and office support tasks.

2013

Present

Independent Consultant Website and graphic design

Created the logo and concept for the website lean4highered.org. Designed print material in correct format for the printer. Have an ongoing contract with the client.