

Alex Weiss

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EDUCATION

Bachelor of Fine Arts in Creative Writing & Publishing
Columbia College Chicago
Deans List: 2011-2015
GPA: 3.9

EXPERIENCE

PR Manager, Acrobatica Infiniti

January 2016 - Present

Write all press releases, newsletters, social media, and publicity content
Research and contact news outlets for publicity coverage, and coordinate bookings and live events
Promote, advertise, and ensure maximum exposure of company with detailed marketing and PR plans

Freelance Writer, Bustle.com

July 2015 - Present

Pitch, write, and edit original articles focused on books and literary topics for target audience
Customize each article for SEO optimization and trending qualities
Research and track social media interaction to boost and promote online engagement

Acquisitions Editor, Columbia College Chicago

January 2015 - June 2015

Acquired hundreds of manuscripts to read and review for publishable quality
Critiqued and discussed submissions with a team of fifteen editors
Contributed marketing plans and written material for the launch of Hair Trigger Online

Creative Writing Tutor, Columbia College Chicago

September 2013 - May 2015

Instructed Creative Writing students on writing, reading grammar, voice, style, and ideas
Developed individual lesson plans for one-on-one sessions to enhance learning experience
Analyzed and critiqued weekly student work with constructive feedback

Publicist Intern, Kaye Publicity

September - December 2014

Researched, targeted, and pitched clients to local and independent news outlets
Managed social media content for multiple clients on Facebook, Twitter, and Tumblr
Assisted with over fifteen different media campaigns

Assistant Manager, Glazed and Infused

July 2013 - December 2014

Delegated employee tasks and managed overall store functions
Opened and closed accounts and recorded registers daily
Provided excellent and friendly customer service

VOLUNTEER EXPERIENCE

Manuscript Reviewer for The Jennifer DeChiara Literary Agency: February 2015 - Present
Columbia College Chicago's Story Week Festival: 2012, 2013, 2014, 2015
Young Chicago Authors: 2013, 2014

SKILLS

Microsoft Office Suite and Mac Productivity Suite
Photoshop
Square Space CMS, Wordpress CMS, Lovelace CMS

PUBLICATIONS

Bustle.com
Buzzfeed.com
[Story Week Reader](#)