



Ashley DeNardo

(315)863-4530

ashley@ashleydenardo.com

Skills & Software

- Adobe Creative Suite
- \*Photoshop
- \*InDesign
- Microsoft Office Suite
- \*Word
- \*Publisher
- \*Excel
- \*PowerPoint
- Jarte
- Audacity
- ProTools
- Paint
- Windows Movie Maker
- Sony Vegas Pro
- Final Cut Pro
- OBS Studio
- WordPress
- Research
- Writing & Editing
- Interviewing
- AP Style
- Website Design
- HTML & some CSS
- Interactive map-making
- Infographics
- Presentations
- Photo Editing
- Multimedia
- Data Journalism
- Blogging
- Social Media
- Podcast & Audio
- Marketing & Design
- Advanced Printing
- Wide Format Printing
- Adobe Acrobat
- CutePDF Professional
- Spiral & Comb Binding
- Intermediate Spanish
- Money Management
- Customer Service
- Teaching
- Management/Admin
- Empathy
- Quick Learner

Education

2012-2016

2008-2012

**West Virginia University/Morgantown, West Virginia**  
**Bachelor of Science** in Print Journalism, minor in history  
**Bachelor of Arts** in Sociology and Anthropology (*Cum Laude*, 3.55 GPA)  
 \*Slave Street Project/Historical Archaeology Field School in Cat Island, SC  
 \*Unidentified Persons Project in San Bernardino, CA (Summer 2015)  
 \*Webmaster of National Society of Collegiate Scholars  
 \*President of Campus Scouts  
 \*PR Manager of Anarchappella

**Williamson High School/Williamson NY/NYS Regents Diploma**  
 \*Editor-in-Chief of **The Predator**, the high school newspaper  
 \*Treasurer of Theater Club  
 \*Organized and executed the "Epic Book Drive" (*DoSomething.org*)  
 \*President of Volunteer Club  
 \*Spanish Club, Book Club

Experience

- June 2018 **PropLogix** **Entry Level Researcher** Current  
 Research property records to ensure smooth real estate closings.
- March 2018 **Staples** **Print & Marketing Associate**  
 Produce quality products including posters, business cards and stamps, customer service, edit using Photoshop/Office, bind, copy, print, use FlightDeck to track order progress, create orders in SolutionBuilder, manage self-serve area
- Aug. 2017 **Project Light** **Night Supervisor**  
 Interview and register new students, manage new volunteers, teach ESL classes, distribute textbooks and materials, problem solving, communication

**Front-End Associate/Dick's Sporting Goods/Bradenton, FL/March-Oct 2017**  
 Cashed out customers, managed the checkout experience using GAME FACE training, closed sales on credit cards and protection plans, retail

**Facebook Admin/Coordinating Council on Homelessness/Morgantown, WV/Aug 2015-Jan 2016**  
 Interviewed persons experiencing homelessness, took photos, packaged stories for the Facebook page, documented events through photos and video, made infographics about homelessness in Morgantown

**Seasonal Cashier & Promotions/Dish It Out Deli/Sodus, NY /Dec 2014-Jan 2016**  
 Cashed out customers, served food, cleaned areas, made coffee, stocked inventory, designed and managed website on Vista Print, created promotional graphics and coupons using InDesign, utilized Facebook and Twitter to promote special events and deals, interacted with customers, helped prepare food for open.

**Arts & Entertainment Editor/The Daily Athenaeum/Morgantown/Aug 2014-Apr 2015**  
 Managed a group of student writers, created story budgets, wrote stories, designed and laid out pages for print, led meetings, communicated with all section editors to make sure publication ran smooth, edited stories for AP Style, grammar and organization, trained associate.

**Web Editor/The Daily Athenaeum/Morgantown Aug 2013-April 2015**  
 Used College Publisher, used TownNews to update articles and PDFs, Photoshop, PDF creation, Twitter promos, wrote articles for the A&E, News and Opinion sections

**News Staff/DJ/U92FM Radio/Morgantown/Sept 2012-May 2014**  
 Published news stories on the website, broadcasted news stories on the air, interviewed the public regarding different topics for packages to use on air, organized and hosted Feedback (news and politics talk show), hosted 3 hours a week of alternative music. Rookie Newscaster of the Year, 2013

**Food Service Worker/Boreman Bistro/Morgantown, WV/Sept. 2012-May 2016**  
 Was top caller in the state for 2012 election registered voter IDs, passed out literature, set up and managed tailgates, attended political fundraisers, obtained awards for exceptional effort, helped organize parade floats.

**Manager/BC's Chicken Coop/Webster, NY/Feb 2010-May 2012**

Community Service

- Set up & break down Mayors' **Mountaineer**
- Feed the Hungry** **Week's Family**
- Fashion Show, 2018 **Fun Day, 2015**
- Williamson Girl**
- ESL Volunteer,** **Scouts, '08-'12**
- Project Light of **Blossom View**
- Manatee, 2017 **Nursing Home**
- Manatee Habitat **with Spanish**
- for **Humanity** **Club, '08-'12**