

# Bridget Riordan

Apex, North Carolina

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## Profile

- Passionate about writing and exploratory research
- Hobbies include hiking, literature, and antiquing
- Animal lover with a passion for creative problem solving

## Education

**SUNY New Paltz**, New Paltz, NY

Cum Laude Bachelor's Degree: Strategic Communication/Minor in English - 2024 Graduating class

CITI Certification in Qualitative Research - September 2023

Simternship Social Media Marketing Training - October 2023

Intercultural Sensitivity Training - September 2020

John R Kirk Planetarium PR Campaign - December 2022

SUNY New Paltz PR Client Partnership - December 2023

- Client Coordinator
- Involved in an on campus tabling event

Perry Lawson Art Gallery PR Client Partnership, Nyack, NY - *September - November 2022*

- Demographic Specialist
- Graphics and Design

## Experience

**North Carolina Department of Natural Resources**, Apex, NC - *Operator* June 2024 - August 2024

- Assisted diverse customer base with kindness and professionalism

**Ko An**, Apex, NC - *Hostess* June - September 2022

- Worked closely with the restaurant, kitchen staff and servers to oversee the flow of guests
- Attended training to meet high company standards

**Jojo's Apples**, Point Lookout, NY - *Hostess* May 2021 - August 2021

- Banktelling and inventory scheduling
- Balanced cash register and finances at the end of every shift

**Sage Bistro**, Woodbury, NY - *Hostess, Coat Check, Assistant Bartender* December 2019 - August 2021

- Settled customer receipts and discrepancies
- Assisted and trained with bartender

Writing Skills	Technical Skills
<ul style="list-style-type: none"> <li>● Extensive analytic writing experience</li> <li>● Persuasive, Extemporaneous, and Informative speech writing</li> <li>● Narrative and expository essays</li> <li>● Situation analysis</li> <li>● Newsletters and advertisements</li> <li>● Qualitative Mixed Method Research papers</li> <li>● Media lists</li> <li>● Rhetorical and reflective essays</li> <li>● Infographic / Fact Sheet Design</li> <li>● Demographic Profiling</li> </ul>	<ul style="list-style-type: none"> <li>● Digital production (video editing, advertisement production, website development)</li> <li>● Powerpoint and Excel</li> <li>● Canva Pro</li> <li>● Google Docs and Slides</li> <li>● Social media navigation</li> <li>● Project management</li> <li>● Conflict management and interpersonal communication</li> <li>● Analytical and critical thinking</li> <li>● Presentation and professional conversation</li> </ul>

Reference contacts available upon request:

Professor Mary Christiano

Professor Annie Hekker

Carole Perry and Robin Lawson