

# JENNIFER HUANG

WRITER & VISUAL STORYTELLER



www.huangjennifer.com  
c. (301) 661 0711  
e. jenniferhuang11@gmail.com

## EDUCATION

**CARNEGIE MELLON UNIVERSITY '16**  
Bachelor of Humanities and Arts  
Creative Writing and Art  
University & College Honors  
Member of Phi Beta Kappa

## SKILLS

### SOFTWARE

Mac and Windows OS  
Adobe Creative Suite  
After Effects  
Illustrator  
InDesign  
Photoshop  
Premiere  
Microsoft Office

### WRITING & EDITING

Social Media  
Copyediting  
Storyboarding

### PHOTOGRAPHY & VIDEO

B&W and Digital Photography  
Live-filming  
Video & Photography Editing

### ART

Sketching  
Screen Printing  
Sewing & Embroidering  
Illustrating

## CUSTOMER SERVICE

### DOG GONE WALKING

DOG WALKER / JUNE 2014 - MAY 2016

### COFFEE TREE ROASTERS

BARISTA / MAY 2015 - APRIL 2016

## VOLUNTEER

### CAPA, PITTSBURGH

POETRY MENTOR / JAN. 2016 - APRIL 2016

### ANIMAL FRIENDS

DOG HANDLER / MAY 2014 - DEC. 2014

## PUBLISHING

### ART EDITOR / WINTER TANGERINE

#### NOV. 2012 - PRESENT

- + Promoted to being the sole Art Editor when the Editor-in-Chief/ Founder decided to restructure the staff.
- + Managing a group of five art readers and interns.
- + Researching, soliciting, and contacting artists for work to be published.
- + Contacting potential organizations to promote Winter Tangerine's events.
- + Reviewing and critiquing submitted art pieces to ensure that all accepted work fits in with the tone of Winter Tangerine.

### DESIGN INTERN / CARNEGIE MELLON UNIVERSITY PRESS

#### SEPT. 2015 - MAY 2016

- + Completed designs for two poetry collections, forthcoming in 2017.
- + Collaborated and reported to the Director and Production Manager to ensure that the books were on schedule to go to press.

### MANUSCRIPT EDITOR / WINTER TANGERINE

#### JAN. 2014 - APRIL 2016

- + Designed the interiors of two workshop anthologies ("Teaching Jenny How to Grind" and "Mouth Dreams") and three yearly volumes (Volume 2-5).
- + Prepared and edited Volume 3 to be sent as a sample to Barnes and Noble.
- + Worked with the Editor-in-Chief and Managing Editor to organize and discuss art, poetry, and prose to go into yearly volumes.
- + Copyedited manuscripts and made corrections to manuscripts as needed.

## ART

### INTERN / THE AP COLLECTION

#### MAY 2014 - MARCH 2016

- + Assisted with interviewing Pittsburgh artists and entrepreneurs.
- + Wrote 24 blog posts, which introduced each interviewee.
- + Edited and produced audio for 30 interviews, and archived over 200 interviews.
- + Wrote and edited grants, social media content, website content, email newsletters, and press releases.

### CREW / TRANS-Q TELEVISION

#### SEPT. 2013 - JAN. 2014

- + Wrote, directed, and produced a three-minute film to be featured in an episode of Trans-Q Television—a Pittsburgh-based video variety series.
- + Succinctly edited hour-long performances into five minute excerpts.
- + Live-filmed different events around Pittsburgh such as "One More Time" at the Bulgarian Macedonian Center and "GROUP" at Alloy Studios.