

# OLIVIA W. BURNS

*The George Washington University*

*May 2018*

*BA Journalism, Minor French Language*

*GPA: 3.5*

## EDITORIAL & COMMUNICATIONS EXPERIENCE

### SOCIAL MEDIA SPECIALIST // JANUARY 2016 - PRESENT

**GW School of Engineering**, Washington, DC

Sources, researches, and posts daily content. Interviews & photographs subjects.

Creates original editorial calendars.

### FREELANCE PHOTOGRAPHER // MAY 2016 - PRESENT

**Liv Burns Photo**

Owner of growing freelance photography business: engagement, wedding, couple, senior, and fashion portraits.

### BRAND JOURNALISM INTERN // JUNE 2017 - AUGUST 2017

**Circle Furniture**, Boston, MA

Wrote articles, created original multimedia content, published blogs.

Managed all social media. Produced video and photographed merchandise.

### DESIGN AND EDITORIAL INTERN // JUNE 2016 - AUGUST 2016

*Chief Executive Magazine*, Stamford, CT

Designed original layouts and marketing materials for the Sept./Oct. issue of Chief Executive.

Content creator for Chief Executive Digital.

### EDITORIAL ASSISTANT // OCTOBER 2015 - MARCH 2016

*Anthropological Quarterly*, Washington, DC

Fact-checked, copy-edited, and proof-read articles before publication.

## SKILLS

*Adobe Creative Suite:* Photoshop, Lightroom, Premier, InDesign, Hootsuite, Twitter, Facebook, Instagram, Wordpress. SEO. Copyediting, copywriting, videography, Hubspot Certified.

## LANGUAGES

French: working proficiency.  
English: native.

## HOBBIES

WRGW, Radio Host  
GW Hatchet, Photographer

**WWW.LIVBURNS.COM**

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