

# ALLISON CINTINS

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## OBJECTIVE

A writing, communications or media position at an organization seeking independent, creative thinkers, a high standard of writing quality and extensive computer and web skills.

## SKILLS

Strong writing ability and versatility of writing voice, knowledge of AP Style, InCopy, Adobe Creative Suite, CSS (hand-coded), XHTML, Dreamweaver, Mac and Windows OS, JavaScript, digital photography, Microsoft Office, Spanish fluency, efficient multi-tasking capacity, wide-ranging knowledge of current events and culture industries.

## EDUCATION

**Bachelor of Arts in Sociology with a minor in Media Studies**, January 2008  
University of Virginia, Charlottesville, VA

- Graduated with distinction; **3.7 GPA**.
- Relevant studies: media writing (journalism, PR, advertising copy), web design, American studies, history of media and consumption courses.
- Link to web design projects: <http://www.allisonwrote.com/web.html>.

## MEDIA EXPERIENCE

**Australian Landscaping and Construction**, Web Designer and Photographer, February 2008 – present

- Independently designed and completed the company's new website using HTML, CSS and JavaScript.
- Went on-site to photograph past and current client work.
- Conducted administrative network duties such as transferring domain registrars and communicating with programmers.
- Website located at <http://www.australianlandscaping.com>.

**C-VILLE Weekly**, News Intern, August – December 2007

*Publication:* "C-Ville Weekly is the premiere free weekly news and arts paper of Charlottesville", with a distribution of 24,000 copies around the Charlottesville area.

- Worked under the news editor to covered stories regarding courts and crime, University of Virginia news and development issues. Given full responsibility to follow story leads, interview subjects and write stories.
- The only intern of several to have articles published (13 articles total).
- Assisted feature staff members with researching stories, transcribing interviews and contacting subjects.
- Covered local elections and regularly checked on the courts for possible story leads or updates.
- All stories located at <http://www.allisonwrote.com/print.html>.

**University of Virginia Aquatic and Fitness Center**, Web Editor, January – May 2007

- Maintained the 100-plus Intramural and Recreational Sports pages using code.
- Assisted in the development of an overall website re-design with the webmaster and head of Marketing and Publications.