



Brittany WRIGHT

I am a mother, minimalist, and dog lover, with a passion for creativity, business, and the general public.

OBJECTIVE

Aid businesses and establishments with organizational and operational tasks, offer insight regarding digital media, and to help foster customer, client, and employee relationships.

CONTACT ME



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@BritWrights

References Available upon Request

SKILLS

- customer service
- computer proficiency
- quick learner
- client relationships
- social media
- self starter
- organization
- project management
- independent
- time management
- ability to supervise
- detail oriented

WORK EXPERIENCE

Digital Business Owner / Blogger [April 2014 - Present]

- Create, edit, and publish articles and tutorials on various topics
- Establishing a brand and maintaining customer and client relationships
- Impeccable organizational skills, basic bookkeeping, and time management
- Advertising, sales, and conversions
- Compliance with Creative Commons and Ad Standards Canada regulations
- Extensive social media knowledge and strategic planning
- Graphic and web design, basic web development
- Attention to detail and adhering to deadlines and contractual obligations

Freelance Writer [December 2015- Present]

- Provide clients with articulate, fully edited, ready to publish articles
- Excellent time management skills and ability to meet deadlines
- Extensive research skills, information sourcing, and networking
- Clients include well-known travel and tourism publications

VOLUNTEER EXPERIENCE

S.A.I.N.T.S - Animal Rescue Organization

Aided in transportation, intake, and fostering of rescue puppies

Performed administrative duties

Organized and attended fundraising and awareness events

Designed, created, and continuously maintained the organizations website

EDUCATION

NORCAT - Startup 101 [2017-2018]

- Business fundamentals and entrepreneurship training

Cambrian College - Public Relations 1st year [2009-2010]

- Marketing and Advertising Basics
- Copy-writing, Speech Writing and Delivery
- Fundraising and Client Relationships