

# SARAH MERZA

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## E D U C A T I O N

University of Nebraska- Lincoln  
Journalism, Advertising and Public Relations  
Expected Graduation: Dec 2021

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## W O R K   A N D   V O L U N T E E R   E X P E R I E N C E

### **Communications Intern**

Jan 2021- Present

Nebraska Industrial Assessment  
Center

- Developed communication content for the organization
- Updated the organization's website
- Ran Instagram and LinkedIn account

### **Student Worker**

Jan 2020- Present

UNL COJMC

- Assisted visitors to the College of Journalism
- Helped with various projects in the office
- Answered the phone and other tasks to run the front desk

### **Undergraduate Science**

**Communication Assistant,**

Oct 2019- Dec 2020

UNL School of Natural Resources

- Developed communication content for the organization
- Updated the organization's website
- Created and oversaw Twitter account

### **Social Media Team,**

Sept 2019-March 2019

UNL Cru

- Worked on a team to run Facebook and Instagram for the organization
  - Created posts on Canva to advertise events for the club
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## S K I L L S

- Proficient in Adobe Photoshop and Illustrator
- Knowledgeable in Microsoft Office 365 and Google Docs, Sheets and Slides
- Excellent interpersonal, organizational and time management skills
- Basic HTML and CSS
- Familiar with AP Style