

Annika Joshi

(832)451-4380

annajoshi1812@gmail.com

I have worked in writing, photography, and graphic design allowing for experience and skills in various programs. I've worked in different environments, which has made me adaptable and open to different learning styles. I am proficient in multitasking effectively and efficiently. Adept at writing, editing, scheduling/coordinating.

Professional History

Aug 2022- Programmer (University Program Coordinator)

Current University of California at Irvine

- Developed proposals
- Organizing programs by scheduling, making purchases, marketing
- Worked closely with large budgets
- Coordinated schedules for multiple parties
- Worked in teams
- Coordinated collaboration with large organizations
- Communicated directly with students and staff to address problems, spread awareness, and find solutions

Feb 2021- Starbucks Barista

June 2021 Colonie Mall Barnes and Nobles Café

- Created seasonal specialty drinks
- Memorized and learned all food and drink options on the Starbucks menu
- Worked Cashier, which allowed me to converse and interact with a diverse set of individuals
- Learned to personalize customer experiences for the best service and better business

2020-2022 Digital Design and Media Artists (Independent)

Posters, Instagram, Youtube, Soundcloud, Facebook

- Developed concept boards
- Wrote scripts
- Edit raw footage into a finished piece of various lengths in different styles
- Edited music, podcasts, etc... by commission
- Designed posters by commission by sports teams, small businesses, etc...
- Worked in multiple genres: commentary, comedy, reporting news, drama

2020-2022 Event organizer for a nonprofit

Project 1 in Clifton Park, New York

- Organized monthly events
- Partnered with local organizations and shelters
- Ensured funding was appropriate and correctly directed

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Educational history

- 2018-2022 Shenendehowa Highschool: Rigorous course in Accelerated Programs, Advanced Placement Programs, and Dual enrollment
- 2021 Hudson Valley Community College: Extra classes to enhance studies in anatomy and physiology, English composition, philosophy, and international politics
- 2022 the University of California Irvine: Incoming first-year students into the School of Humanities. I am majoring in Film and Media Studies.

Technical Skills/ Software Experience and Proficiency:

Adobe Premiere
Adobe Photoshop
Adobe Illustrator
Adobe Lightroom
DaVinci Resolve
Microsoft Office 365

Work Skills:

Creative Writing
Screenwriting
Script Writing
Brainstorming
Interpersonal skills
Coordinating schedules and programs
Marketing/Branding
Teamwork development