Ella Grant

Creative, curious, and highly motivated professional with a bachelor's degree in English Nonfiction Writing and Digital Narrative and Interactive Design interested in writing and design opportunities.

EXPERIENCE

University of Pittsburgh, Pittsburgh, PA — *Lifeguard, Aquatic Manager*

March 2022 - February 2024

Ensured the safety of all patrons both in and out of the pool, maintained a safe and clean environment, uphold facility policies, and worked alongside fellow aquatic managers to oversee lifeguards, answer questions, and cultivate ideal working conditions.

Columbia Middle School (Extended School Year Program), Berkeley Heights, NJ — *Special Education Paraprofessional*

June 2022 - August 2022, June 2023 - August 2023

Worked one-on-one with a student with disabilities, led and helped facilitate educational activities, assisted with transportation, assisted in equipment transfers, monitored the student's progress, and assisted the lead teacher.

Sampsonia Way Magazine, Pittsburgh, PA — *Web Editor and Designer*

August 2023 - December 2023

Assisted with frontend and backend website implementation, integrated SEO strategies for website and social media platforms, communicated with writers and fellow editors to edit content for publishing, and assisted with program outreach.

Carnegie Library of Pittsburgh, Pittsburgh, PA — *Children's Library Services Associate*

February 2024 - July 2024

Worked alongside Library Services Manager and Children's Librarian to execute the vision of Children's Services, helped facilitate programs for children and their families, fostered early literacy skills, and provided assistance to patrons.

EDUCATION

University of Pittsburgh, Pittsburgh, PA — *Bachelors in English Nonfiction Writing & Digital Narrative and Interactive Design*

August 2020 - December 2023

PROJECTS

Cherry Bomb Lit Mag — *Webmaster (Fall 2021-Fall 2023)*

Co-founded and served as Webmaster for Cherry Bomb Lit Mag, a literary arts magazine at the University of Pittsburgh that showcases undergraduate art and writing.

Greetings — *Frontend Developer (Fall 2023)*

Collaborated with a group of peers to develop "Greetings," a friend-making social media website, led design team and assisted with frontend implementation.

SKILLS

Nonfiction and Creative Writing

Communication

Customer Service

Marketing

Web Development

UI/UX Design and Research

SEO Performance

Sound Design

Programming Languages: Java, Python, HTML, CSS, Javascript, Typescript, JSON, SQL

Misc. Platforms: Wordpress, GitHub, Figma, React

Sierra

Microsoft 365

Adobe Creative Cloud

Lifeguard, CPR, and First Aid certified

RBT Certified

Customer Service

Child Care

LANGUAGES

English (Fluent)

Italian (B1)