


# Joanne Kim

## Contact

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 1275 15th Street, Apt 5G  
Fort Lee, NJ 07024

## Education

**Rutgers University**  
New Brunswick, NJ

Bachelor of Arts  
Journalism and Media Studies,  
Class of 2022  
3.75 GPA - Graduated with  
Distinguished Honors

## Expertise

- Writing
- IT Management
- CRM software
- Spreadsheet management
- Process Flows
- Microsoft Office
- Google Suite
- Information Technology

## Language

- Native: English
- Heritage: Korean

## Experience

### GaoTek

IT/Technical Sales June 2022-June 2022

- Worked with CRM leads to contain client's accounts and activity
- Sold IT infrastructure and products
- Worked as an independent contractor

### The Odyssey @ Rutgers

Feb 2020-May 2022

- Writes about different topics centered around adulting, lifestyle, health & wellness, and quarantine
- Uses data analytics to attract more unique visitors

### The Odyssey @ Rutgers

Ambassador and Managing Director Sept 2021 - May 2022

- Managed submissions and oversaw content through editing and publishing process
- Used spreadsheets to organize submissions
- Managed the Rutgers Odyssey website

### GaoTek

Event Management Specialist Intern May 2021 - Aug. 2021

- Created CRM leads in Bitrix24 and managed spreadsheets
- Managed email marketing campaigns

### Daily Targum

Cyber Correspondent Writer Sept. 2019 - Feb. 2020

- Wrote about the latest cyber related events on campus and around New Brunswick, Highland Park, Edison, and Central New Jersey
- Interviewed and collaborated with professors and Comp Sci and Information Technology students on cybersecurity and technology issues on campus
- Researched different innovative ways to improve and manage cybersecurity on campus

### KACE

Research Assistant May 2019 - Aug. 2019

- Analyzed, researched, and documented different candidate data of for upcoming political elections
- Edited campaign and voting materials to make them easily understandable for voters
- Used Excel spreadsheets to document different data