

Amy Libby

B.A Journalism - Graduated May 2017
Grady College of Journalism at The University of Georgia

Website: <https://www.amylibby.net>
Portfolio: <http://amylibby.pressfolios.com/>

EXPERIENCE

Bulldog Technology and Repair Center at the University of Georgia Bookstore — Technology Sales Associate

May 2016 - May 2017

- Performed presentations of the store's laptops, tablets, and other technology, and consulted with customers to determine the best product for their technology needs
- Sold tens of thousands of dollars worth of laptops and merchandise
- Received certification in Apple and Safeware courses
- Coordinated with company representatives from Apple and Safeware to approve repairs and insurance claims
- Explained hardware and software issues, damages, and repairs to customers, and counseled customers on the best course of action for repairs
- Ran databases and Excel spreadsheets for Bulldog Technology Repair

University of Georgia Bookstore — Customer Service Representative

July 2015 - May 2016

- Resolved customer problems and complaints and negotiated exchanges, returns, and refunds of merchandise
- Performed individual cap-and-gown consultations and fittings for Ph.D. students and UGA faculty
- Determined the validity of customer complaints against employees and reported them to upper-level management

Michelle Roche Media Relations, Athens, GA — PR Intern

June 2013 - January 2014

- Responsible for updating and maintaining firm's total social media presence
- Maintained database containing thousands of journalist and media contacts
- Booked shows directly with radio stations, music venues, and festival promoters
- Maintained concert schedule, booking information, and PR material for over a dozen bands
- Edited and gave final approval of artist interviews and press releases

Contact:
678-559-4732
amylibbz@gmail.com

SKILLS

Published Writer

Public Speaking

PR

Social Media
Management

Longform Journalism

Speechwriting/Debate

Adobe Audition

Audio Editing/Podcasts

Adobe Photoshop

Adobe InDesign

Excel

Database Management

AWARDS

2012 Best Speaker

Award

Chosen by UGA faculty at the Phi Kappa Literary Society -Demosthenian Intersociety Debate

2012 Top Freshman

Class Speaker -

Phi Kappa Literary
Debate Society

PasteMagazine.com, Atlanta, GA — Editorial/Film Intern

May 2012 - August 2012

- Published articles on Paste.com on subjects ranging from: film and music reviews, interactive-film marketing, the Atlanta Film Festival, top film lists, and other breaking entertainment news
- Helped design the visual content for front-page *50 Best Films of 2012 List*
- Researched and pitched ideas for upcoming articles
- Attended early film screenings for reviews
- Transcribed audio and video interviews
- Coordinated content with Paste Staff via Excel spreadsheets, Microsoft Outlook, Google Docs, Google+, and more

Phi Kappa Literary Debate Society, Athens, GA — Webmaster / Alumni Press Secretary

December 2011 - November 2012

- In charge of the society's website, Facebook, and social media
- Created PR for upcoming debates
- Oversaw the society's Listserv of hundreds of members
- Served as a liaison between society and alumni, new members, and guests
- Helped organize alumni address database and mail over a hundred invitations for society's annual summer meeting

Southern Distinction Magazine, Athens, GA — Editorial Intern

January 2012 - June 2012

- Published three articles in different monthly editions
- Collaborated on design for clients advertising in the magazine
- Proofread and edited articles for publication
- Organized events calendars both for publication and in-house staff
- Conducted personal and phone interviews with story subjects and magazine clients

[References:](#)

Dr. Keith Herndon—

Director, James M. Cox Jr. Institute for Journalism Innovation, Management, and Leadership. Professor of Practice, Journalism, University of Georgia
klhern@uga.edu
(706-542-7576)

Jason Conklin—

IT Specialist at the University of Georgia
Former Manager, Bulldog Technology and Repair Center, UGA Bookstore
jason.conklin@uga.edu
(706-424-2350)

Prof. Nan McMurry

University of Georgia
nmcmurry@uga.edu