

# Keenan Aina

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## SKILLS

- Microsoft Office
- Adobe Creative Suite
- Copy Editing
- HTML / CSS
- Grant / Proposal Writing
- Audience Analysis
- White Papers
- Instructional / Educational Design
- Project Management

## OBJECTIVE

Research is my favorite part of the writing process. I relish any opportunity to discover new information.

Communicating this information is a close second. The service industry has provided me with an opportunity to have face-to-face conversations with a wide variety of people. These interactions aided me in developing my ability to identify my target audience when communicating.

## EXPERIENCE

### FINISHED BEER SPECIALIST / BARTENDER / SUPERVISOR

BJ's Brewhouse - Denton, TX

October 2008 to Present

During my time with BJ's I have worn many hats. I exercised my ability to be a dynamic team player who is willing to learn.

#### MAIN ROLES

- Inventory Management
- Lead Bartender
- Local Marketing

### EXTERNSHIP

University of North Texas – Frisco, TX

January 2016 - May 2016

The length of this externship fails to reflect the wealth of professional experience I received during this time. This opportunity allowed me to uncover my passion for hands-on research and communicating knowledge.

#### MAIN ROLES

- Product Research
- Content Generation/Strategy
- Presentation Design

## EDUCATION

**BACHELOR OF ARTS: PROFESSIONAL AND TECHNICAL COMMUNICATIONS, UNIVERSITY OF NORTH TEXAS**

### Course Work:

- Technical Editing
- Grants and Proposals
- Technical Procedures and Manuals
- Information Design in Electronic Media
- Morphology & Syntax
- Writing in the Sciences
- Community Ecology
- Pharmacology

Founding Executive Board Member – UNT Eagle Technical Communicators