

# SARAH GRADELESS c o p y w r i t e r

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## EXPERIENCE

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**Transshield Inc., Elkhart, IN | Mar. 2014-Oct. 2015**

**Military Marketing Associate**

- Edited copy on the website
- Created a print ad for a military trade show
- Started an office game by hiding my green G.I. Joe guy

**Oakbrook Homes, Elkhart, IN | Feb.-Mar. 2014**

**Freelance Marketing Assistant**

- Maintained website and social media sites
- Created a print ad for the back cover of a home magazine
- Survived eating a brownie from a mysterious sender

**Center for the Homeless, South Bend, IN | Apr.-Aug. 2013**

**Marketing Intern**

- Assisted the events & marketing coordinator
- Provided the grant writer with donation data

**Potato Creek State Park, North Liberty, IN | Jul.-Aug. 2012**

**Marketing Volunteer**

- Created a print ad for event, resulting in record attendance
- Celebrated in true Leslie Knope fashion

## EDUCATION

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**The Creative Circus | Sept. 2017**

Copywriting

**Indiana University South Bend | 2013**

Professional Writing Certificate

**Indiana University Bloomington | 2011**

B.A. | Communication & Culture

*One of the twenty-one students chosen  
to represent Indiana University in the  
National Student Advertising Competition*

## SKILLS

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- enough Photoshop and InDesign skills to make an art director smile
- proofreading that will put your computer to shame
- can create believable sprinkler and dentist office sound effects