

# Aidan Pounder

(919) 344-8332

[aidanpounder.com](http://aidanpounder.com)

[LinkedIn Profile](#)

## EDUCATION



Appalachian State University, Boone, NC  
May 2021  
*Bachelor of Arts in Professional Writing*  
**Major: Professional, Technical, and Scientific Writing**  
Minor: General Business

## SKILLS

- Master Certification in Microsoft Word
- Master Certification in Microsoft Publisher
- Master Certification in Microsoft PowerPoint
- Master Certification in Microsoft Excel
- Some experience in HTML5 Coding
- Experience in SEO and UX

## WORK EXPERIENCE

Intern, Remote, USA

January 2021-Present

JuniorsMatter Intern, Position 2

- Bi-weekly social media posts on Instagram, Facebook, and Twitter **increasing engagement and reach of the social media profiles by 300%**
- Tasked with **increasing and maintaining Excel database** of junior cycling organizations
- **Strategic analysis** of social media insights and increased e-footprint of company social media accounts

Contract Worker, Boone, NC

August 2019-Present

BiteSquad Driver/Position 1

- **Accounted for** the acquisition of food orders and delivery of said food orders in a variety of different conditions
- **Embraced the rapidly changing dynamics** of the food industry and met needs and demands of customers through the Coronavirus pandemic