

# Angela Petit, PhD

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## SUMMARY

- Successful **TECHNICAL WRITER**. Emerging **INSTRUCTIONAL DESIGNER**. Extensive experience across genres, meticulous attention to detail, and excellent research and writing skills. Writing samples available.
- **COMPUTER & TECHNOLOGY SKILLS:** Ability to learn new technology quickly; extensive knowledge of or familiarity with technical communication software & apps. **Proficient:** Adobe Creative Cloud (Acrobat, Photoshop, InDesign, Illustrator), MS Office (Word, PowerPoint, Publisher, some Excel & Access), MS Teams, Outlook, Wix, YuJa, Zoom, LMS (Canvas, Moodle, Angel), Google Suite (Docs, Sites, Calendar, Sheets). **Familiar:** Adobe Technical Communication Suite (FrameMaker, RoboHelp, Captivate), Contact Management (Confluence, Salesforce), Cornerstone LMS, FormStack, SharePoint, Adobe Connect, Video (Screencastomatic, Panopto), Visio, WordPress.

## EDUCATION

- **PhD**, The University of Southern Mississippi, English (technical writing, composition)
- **Master of Arts**, Louisiana State University, English
- **Bachelor of Arts**, Louisiana State University, English

### Professional & Continuing Education (LinkedIn Learning, 2021-2022):

- **Instructional Design, Learning & Development Courses:** Models of Instructional Design; Measuring Learning Effectiveness; Using Neuroscience for More Effective L&D; Brain-Based Elearning Design; Agile Instructional Design; ID: Needs Analysis; Adult Learners; Storyboarding; Working with SMEs; Creating Video Training
- **Agile Project Management Courses:** Agile Foundations
- **SEO Courses:** SEO Foundations

## EXPERIENCE

- **Policy & Procedure Writer & Coordinator**, June 2019 – present  
Division of the Vice President for Finance & Operations, Lamar University, Beaumont, Texas
- **Instructional Designer; Online/Video Training Developer**, March – December 2021  
Division of the Vice President for Finance & Operations, Lamar University, Beaumont, Texas
- **General Education Chair & College Writer**, 2018 – 2019  
Ameritech College of Healthcare, Salt Lake City, Utah
- **Web Content Writer**, March – August 2018  
Textbroker International, Las Vegas, Nevada
- **Web Content Writer**, March – April 2018  
BKA Content, Salt Lake City, Utah

- **Co-Chair and Document Specialist**, 2016 –2017  
Association of Rhetoric & Writing Studies (ARWS), El Paso, Texas
- **Associate Editor**, 2015 –2017  
Rendezvous Journal of Arts & Letters, Pocatello, Idaho
- **Technical Writer**, 2014 – 2017  
GLC Solutions, LLC, New York State
- **Course Mentor (Writing Mentor)**, 2014 –2015  
Western Governors University, Salt Lake City, Utah
- **Assistant Professor of English & Director of Composition**, 2008 –2014  
Idaho State University, Pocatello, Idaho
- **Technical Writer**, 2004 – 2008  
CollegeAmerica/Independence University, Salt Lake City, Utah
- **Assistant Professor of English & Director of Professional Writing**, 1997 – 2004  
The University of Texas at El Paso, El Paso, Texas
- **Instructor of English & Director of the University Writing Center**, 1995 – 1997  
The University of Southern Mississippi, Hattiesburg, Mississippi
- **Manuscript Editor & Coordinator (The Graduate School)**, 1992 – 1995  
The University of Southern Mississippi, Hattiesburg, Mississippi
- **Technical Editor (College of Engineering)**, 1991 – 1992  
Louisiana State University, Baton Rouge, Louisiana

## REFERENCES

- References from current and former supervisors and colleagues gladly provided upon request.