

# CHANDLER-MICHELLE REYES

RIDGEFIELD, NJ 07657 | (201) 981-8838 | CHANDLERMICHELLE.REYES@GMAIL.COM

[WWW.CHANDLERMICHELLE.COM](http://WWW.CHANDLERMICHELLE.COM)

## EDUCATION

---

<b>William Paterson University, Wayne NJ</b> BS, Environmental Sustainability	September 2016- May 2018
<b>Bergen Community College, Paramus NJ</b> Science, Professional Studies	September 2014- 2016

## EXPERIENCE

---

<b>Digital Marketing Manager</b> Daka Labs (3 week contract) <ul style="list-style-type: none"><li>Research and analyses of client accounts and competitors for creative development</li><li>Creating Facebook ads, campaigns, copy, and landing pages using ads manager, Smartly.io, &amp; Unbounce</li></ul>	July- August 2019
<b>Contributing Writer</b> Mindfray.com <ul style="list-style-type: none"><li>Writing STEM related articles</li></ul>	April 2018- present
<b>The Pioneer Times Writer (University Newspaper)</b> <ul style="list-style-type: none"><li>Writing weekly articles on school related events with a focus in STEM</li></ul>	October- December 2017
<b>Content Manager</b> Teddy Robotics LLC <ul style="list-style-type: none"><li>Managing website and online store using WordPress and WooCommerce (<a href="http://www.teddyrobotics.com">www.teddyrobotics.com</a>)</li><li>Creating/managing content for social media accounts (Instagram, Facebook, Twitter, LinkedIn, YouTube) and website</li><li>Documenting events and progress through videography, photography, social media platforms, etc.</li><li>Designing monthly newsletters using MailChimp</li></ul>	August 2017- present
<b>Plant Collection Management Intern</b> Friends of Laurelwood Arboretum, Wayne NJ <ul style="list-style-type: none"><li>Researched and performed tree and shrub identification, data entry, cataloging</li></ul>	May- August 2017
<b>Dendrochronology Research Assistant</b> William Paterson University, Environmental Science Laboratory, Wayne NJ <ul style="list-style-type: none"><li>Coring trees, sanding, acetate baths, scanning tree cores and cross-sections, data entry, cataloging</li><li>Determining ring-width and density using blue-light reflectance in Coorecorder</li><li>Research and analysis of tree-ring data from Mongolia</li></ul>	May 2016- 2017
<b>Teaching Assistant</b> Montessori Learning Center, Englewood NJ <ul style="list-style-type: none"><li>After school care and supervision (3 years- Kindergarten)</li></ul>	November 2013

## SKILLS

---

Microsoft Office, Adobe CS, WordPress, MailChimp, Canva, Unbounce, Smartly.io, ClickUp, Slack, FB ads manager, interpersonal communication, writing, research, cataloging, data entry, content creation & management, basic HTML, Coorecorder (dendrochronology software)

## VOLUNTEER WORK

---

<b>Operation Clean Sweep- Paterson NJ</b>	April 2017
<b>Elementary Science Fair- Liberty Elementary School, Valley Cottage NY</b>	April 2017
<b>Tree-Ring Lab Open-House- Lamont-Doherty Earth Observatory, Columbia University, Palisades NY</b>	October 2016