

TAKESHA JONES

240-386-7168

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Waldorf, MD

Writer: Dedicated writer with a strong focus on suspense, intrigue and complex storytelling. Available for contract and full-time remote or hybrid positions.

Skills and Applications:

Microsoft Word, Excel, Adobe Photoshop, Adobe Illustrator, Premiere Pro, Final Draft, problem-solving, analytical, editing, proofreading, media communications, adaptability.

Education:

Full Sail University, Media Communications, Creative Writing concentration, BFA, expected graduation October 2026

Experience:

The Language of Her Heart- Novel February 2022 - current

One Suspense Thriller, book series containing 30 chapters. Currently unreleased.

Three childhood friends, raised in Washington, DC, navigate love, ambition and self-worth-each shaped by the presence, absence or failure of their fathers. As their paths intertwine through success, heartbreak and betrayal, they must confront the wombs of their past to redefine the women they've become and the future they dare to claim.

Literary Techniques and Story Development - 4 credits - September 2024

Enhanced narrative format, plot structure, point of view writing, building tension within a story, and essential symbolism in storytelling.

Creative Skills Development - 4 credits

Analyzed short stories, focused on using dialogue effectively, mastered the usage of sensory details, completed a short story (1,000 words)

Multimedia Storytelling - 4 credits

Created engaging multimedia stories using text, images, video and audio. Enhanced skills in Premiere Pro.

Fairfax County Government - Video Technician - December 2022 - current

Created written tutorials for government officials. Lead weekly briefings for projects status. Wrote basic scripts for IT Help Desk. Created weekly spreadsheets for team members.

Fast-paced environment.