

Kristen N. Tauer

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EDUCATION

CORNELL UNIVERSITY, Ithaca, NY
Bachelor of Science in Communication

May 2010

ONLINE EXPERIENCE

LUCKY MAGAZINE, CONDE NAST PUBLICATIONS, New York, NY

Fall 2009

Online Fashion Intern

- Assisted online fashion editor with market research
- Edited photos for online
- Entered content for online publication using Teamsite CMS
- Selected products to be featured in weekly online shopping feature

COOKIE MAGAZINE, CONDE NAST PUBLICATIONS, New York, NY

Summer 2009

Online Intern

- Entered article content for online publication using Teamsite CMS
- Entered blog posts using Moveable Type
- Produced weekly traffic report
- Coded stories for search engine optimization
- Pitched content ideas for online; wrote blog posts for home design blog; interviewed celebrities for online articles

WTTG FOX 5 NEWS, Washington, D.C.

Spring 2009

Web News Intern

- Created and added content to myfoxdc.com; edited video content for online
- Updated content design for old pages

MACFADDEN PERFORMING ARTS MEDIA, New York, NY

Summer 2008

Web Intern

- Created and wrote Web content for the *Dance Spirit* webpage
- Maintained social networking pages for *Dance Magazine* and *Dance Spirit*, and moderated forums on the site
- Fact-checked for *Dance Magazine*

MAGAZINE EXPERIENCE

O, THE OPRAH MAGAZINE, HEARST MAGAZINES, New York, NY

June 2010-Current

Full-Time Style Intern

- Assist the Contributing Style Editor
- Call in product requests for editorial consideration
- Collect and confirm credit information for featured products
- Pack and unpack items from photo shoots

MARIE CLAIRE, HEARST MAGAZINES, New York, NY

December 2009-January 2010

Fashion Intern

- Contributed content ideas and wrote stories for MarieClaire.com
- Requested, checked in, and returned product samples
- Made storyboards and helped fashion editors with special projects
- Assisted editors with administrative tasks including finances, sorting mail, making copies, and sending faxes
- Sat in for fashion assistant in charge of maintaining the fashion closet and team of interns for two weeks

ZINK MAGAZINE, New York, NY

Summer 2008

Editorial Intern

- Coordinated product pickups and returns with PR companies and showrooms for fashion shoots
- Wrote a CD review and short product profiles; interviewed Broken Social Scene for a feature article
- Fact-checked and researched article ideas

COMPUTER SKILLS

HTML, Adobe Creative Suite (Photoshop, InDesign, Flash), QuarkXPress, AvidCutter, Final Cut Pro