

# JENNIFER JUDD

[jennifercjudd@gmail.com](mailto:jennifercjudd@gmail.com) | [LinkedIn](#) | [jennifercjudd.com](http://jennifercjudd.com)

## Technical Writer

Technical Communications | Rhetoric & Composition | Professional Writing

Focused, forward-thinking technical writer, researcher, and college writing instructor with 15+ years of combined experience in academic, technical, professional, and creative writing. College writing instructor with 6+ years of experience teaching college writing, technical writing, and advanced writing and grammar. Experienced professional and technical writer with proven skills in user research, relationship building, proposal writing, document design, technical editing, collaboration, and project management.

Technical Writing | Professional Writing | Document Design | Technical Editing | Grant Writing  
Content Strategy | Content Writing | Audience Analysis | UX research | Accessibility  
Leadership | Relationship Building | Professional Development | Collaboration | Teamwork  
MS Office Suite | Adobe Creative Cloud | Canva | Loom | AI Tools | LMS | Project Management Tools

## PROFESSIONAL EXPERIENCE

UPWORD RESUME & THE CHEETAH COLLECTIVE, Salt Lake City, UT

05/2025–10/2025

► **Technical Writer & Content Developer (Intern)**

- Conducted user research on existing clients' experience interacting with the Cheetah Collective's online course platform, and created dynamic marketing case studies.
- Conducted content audit and instructional design assessment, offering meaningful, actionable revision recommendations that improved course design and learning objectives.
- Edited video recordings of guest speaker interviews to create marketing video teasers for weekly course emails.
- Edited, designed, and formatted new PDF workbook for e-course within tight, one-week deadline.

UNIVERSITY OF NORTH TEXAS, Denton, TX

08/2020–05/2025

► **Adjunct Instructor**, Department of Technical Communications

- Teach upper and lower-level undergraduate students technical writing and professional skills, including technical style, design, project management, collaborative writing, and primary and secondary research.
- Taught online asynchronous courses via Canvas LMS platform, developing online assignments, assessments, and course content.
- Consistently receive high student satisfaction ratings.

TEXAS WOMAN'S UNIVERSITY, Denton, TX

08/2021–Present

► **Graduate Research Assistant**, Curriculum & Strategic Initiatives | 01/2023–08/2025

- Supported the First-Year Experience Coordinator in developing and maintaining TWU's First-Year Seminar program.
- Developed core curriculum, Canvas course blueprint, and master lesson plans for FYE faculty, regularly revising and updating curriculum as needed.
- Assisted in planning and executing professional development opportunities.
- Co-led parent orientations for first-year students.
- Communicated curriculum changes to and addressed teaching concerns of 60+ faculty.

► **Undergraduate Advisor**, LCGS Department | 08/2024–08/2025

- Advised a caseload of 75+ undergraduate English majors (literature, rhetoric, and social justice tracks).
- Nominated for “Advisor with a Heart” Award (2025).
- Assisted in planning, organizing, and executing recruiting events.
- Served on the undergraduate faculty committee, participating in programmatic decision-making.

► **Graduate Assistant**, LCGS Department | 06/2022–08/2022

- Built a website and digital handbook for the LCGS BA program.
- Edited and developed copy, designed website, and selected visuals.
- Completed and published BA handbook website for faculty and student use.

► **Graduate Teaching Assistant**, First-Year Composition | 08/2021–5/2023

- Developed courses and taught multiple sections of First-Year Composition I & II, and Advanced Grammar and Composition.
- Awarded the J. Dean Bishop Excellence in Teaching Award, TWU First-Year Composition Program (2023).
- Selected to assess student writing samples in FYC Assessment Academy (2023).
- Consistently receive high student satisfaction ratings.

► **Graduate Assistant**, TWU Women’s Thought Leadership Program | 08/2021–05/2022

- Assisted in developing TWU’s Women’s Thought Leadership Program (WTLP), funded by the Jane Nelson Institute for Women’s Leadership.
- Mentored WTLP scholarship winners in writing op-ed pieces for publication.
- Assisted in planning and advertising for program events, organizing and moderating professional panels, and corresponding with thought leaders and invited speakers.

REDROCKETRESUME, Salt Lake City, UT

7/2020–08/2021

► **Professional Resume Writer**

- Built custom resumes for job seekers in management, technology, human resources, business, manufacturing, and other fields.
- Delivered targeted resumes, LinkedIn profiles, and other professional documents on tight deadlines.
- Consistently receive high satisfaction reviews from clients worldwide, ranging from students and entry-level candidates to Fortune 500 executives.

## EDUCATION

TEXAS WOMAN’S UNIVERSITY ► **PhD, Rhetoric** | graduation Spring 2026

UNIVERSITY OF NORTH TEXAS ► **MA, Professional & Technical Communication** | graduation Fall 2025

UNIVERSITY OF NORTH TEXAS ► **MA, English Literature**

BRIGHAM YOUNG UNIVERSITY ► **BA, English Literature**

## AWARDS & CERTIFICATIONS

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|---|-----------|
| ▪ Thought Leadership Mentor, TWU Amplify Your Impact Initiative                   | 2025      |
| ▪ Dr. John L. Dawson, Sr. Endowment Fund Scholarship, TWU                         | 2024–2025 |
| ▪ J. Dean Bishop Excellence in Teaching Award, TWU First-Year Composition Program | 2023      |
| ▪ Outstanding Faculty Award, Academic Excellence Reception, TWU                   | 2022      |
| ▪ Doctoral Merit Scholarship, TWU   | 2021–2024 |
| ▪ Nominated for Outstanding Graduate Student Award, UNT                           | 2020      |