

ERIC KARLAN

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EDUCATION

University of Pennsylvania 9/2005 – 5/2009
B.A. in Journalism, History and Culture Major

WORK EXPERIENCE

Premiente Premier College Counseling 6/2009 – Present

Essay and Application Consultant

- Consult undergraduate and graduate school applicants on their essays, resumes, and applications
- Provide expert editorial insight on conceptual ideas, writing structure, and grammar

Ivy Experience 8/2010 – Present

Founder, Director, and Tutor

- Founded company
- Provide academic tutoring services and test prep to students Kindergarten through college in all subject areas
- Manage company finances and contracted tutors

The Essayologist 6/2009 – Present

Essay and Application Consultant

- Founded the company.
- Consult law, business, medical, and all graduate school applicants on their essays, resumes, and applications
- Provide expert editorial insight on conceptual ideas, writing structure, and grammar

ACE Coinage 12/2009 – Present

Animal Writer, Website Designer

- Research and write all animal articles for coin inserts and website
- Design and maintain company website

Philadelphia Convention and Visitors Bureau 9/2008 – 9/2009

Marketing and Communications Associate

- Create and edit all scheduled microsites for the Convention Promotion Program
- Research and write content used on www.PhiladelphiaUSA.travel in the online magazine or Web pages
- Assist with posting of videos and images on the PCVB Web site and other third-party sites
- Write HTML web code and use Adobe Dreamweaver

Freelance Writer 1/2006 – Present

- Freelanced feature, sports, and op-ed articles for a variety of publications:
 - Newspapers (*New York Daily News*, *The Providence Journal*, *The Arizona Republic*, *Philadelphia Daily News*, *The Bulletin*, *The Westport News*, and *The Patriot-News*)
 - Magazines (*Savannah Magazine*, *Penn Gazette*, *Celebrate Magazine*, *Idaho Magazine*, *Frederick Magazine*, and *SouthCarolina Magazine*)
 - Blogs (*Phillyist*)

WQHS 9/2008 – 5/2008

Radio Host

- Co-host a weekly sports talk show, "Excuse Our Intrusion"
- Research hot topics in the sports world and structure debates and stories

Kelly Writers House 5/2007 – 8/2007

Website Writer

- Wrote 'Notes From the Green Couch' articles recapping past Writers House events
- Coded HTML for articles on Writers House website

The Daily Pennsylvanian 4/2006 – 4/2007

Staff Writer

- Contributed regularly as a Penn sports beat reporter

At The Yard 3/2004 – 7/2006

Monthly Columnist, Reporter

- Wrote a monthly "Logo/Mascot Profile" column on a Minor League Baseball team
- Conducted on-field reporting and interviewing during Major League Baseball All Star Weekends

PUBLISHING WORK

The Green Couch 1/2006 – 5/2009

Founder, Publisher, Layout Designer, Managing Editor

- Founded the publication devoted to literary journalism
- Filled the roles of publisher, layout designer, and managing editor
- Worked with alumnus to insure endowment of publication
- Managed transition of publication to new publishers, editors, and layout designers

AWARDS AND RECOGNITION

University of Pennsylvania, Creative Writing Program Award in Nonfiction 4/2008

Holocaust Remembrance Project 4/2004

COMMUNITY SERVICE

Mighty Writers

Big Brother Big Sister

Peer Advisor

Educational Speaker

6/2009 – Present

9/2006 – 05/2007

9/2006 – 05/2009

2001 – Present

SKILLS

- Widely published writer – print articles, web articles, blogs, copy
- Proficient in Microsoft Word, Excel, PowerPoint, Outlook
- Proficient in HTML, Adobe Dreamweaver, and Photoshop

References Available Upon Request