

Beau Balizet

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Work Experience

Marketing Communications Intern

Summit Construction Company

09/18/2025 – 12/23/2025

- Spearheaded the “Careers in Construction” project, writing 4 articles for Summit Construction’s website
- Interviewed 8 co-workers from various departments for “Careers in Construction”
- Wrote monthly “Construction Updates” for Summit’s numerous construction projects, while using industry terminology
- Travel to jobsites and took photos and videos on a DJI drone for social media content
- Wrote press release for Summit’s completed projects/jobsites
- Interacted with InDesign to complete design related projects

Public Relations/ Student Writing Assistant

UA’s Office of Communication and Marketing

09/20/2022 – 5/12/2025

- Created 25+ press releases and 15+ articles for The University of Akron’s website
- Wrote featured articles, gaining regional coverage and national recognition
- Conducted 10+ interviews, collected images and compiled research to gain relevant information and data
- Wrote 7 featured articles for the University of Akron’s semi-annual magazine
- Used data tools such as Meltwater to make informed decisions for new content topics
- Took part in promotional photoshoots and videos

Marketing Intern

Hinkley

05/28/2024 - 08/26/2024

- Developed and implemented a new Project Request Form, streamlining the marketing department’s project workflow
- Created processes documents and visually appealing infographics, supporting newly established procedures
- Restructure the marketing department's project management system, improving overall project workflow
- Created two “Master Timelines,” outlining a production schedule between the Marketing department and Product Development
- Coordinated meeting dates with third-party marketing agencies to ensure smooth collaboration and project execution
- Took meeting notes for 55+ meetings

Construction Intern/Laborer

Bachtel Excavating

05/23/2022 - 08/05/2022

- Successfully curated the first formal training schedule/document for incoming interns
- Tasked with producing the first management checklist for future employees

Skills

- AP Style Writing (Media Writing)
- Copy Editing and Proofing
- Microsoft Word, Excel, PowerPoint, and SharePoint
- InDesign
- Canva
- sproutsocial
- Hubspot
- Conducting Interviews

Education

The University of Akron

Expected Graduation Date: 5/2026

Bachelor of Business Administration in Marketing (BBA in Marketing)