

# Pamela Hawkins

<https://www.linkedin.com/in/pamela-hawkins-she-her-27681b76/>

## Education:

Full Sail University (Winter Park, FL) AAS Creative Writing – 12/2022  
Liberty University, (Lynchburg, VA) Psychology/Biblical Studies –  
Albertus Magnus College, (East Hartford, CT) Liberal Arts - 2005-2006  
Asnuntuck Comm. College, (Enfield, CT) General Studies – 2004-2005  
Capital Community College, (Hartford, CT) General Studies - 2003-2004

## Skills:

Adobe Creative Suite	Creativity/Storytelling
Microsoft Office Suite	Adaptability
Final Draft 12	Humor
Copy Writing/ Editing	Research
Publishing	Time Management
Content Managing	Empathy
Social Media	Patience
Content Writing	Communication Skills
Creativity/Storytelling	Problem Resolution

## Personal Portfolio:

<https://www.pamelahawkins.me/>

Personal Inspirational Blog: <https://pameladhawkins.com>

[1pameladhawkins@gmail.com](mailto:1pameladhawkins@gmail.com)

(860) 913-8634

## WRITING EXPERIENCE

**Author** - The Remnants of God Book I | Fiction/Supernatural | Amazon 2019

**Author** - The Remnants of God II - Narratives / Fiction/Supernatural | Amazon 2019

**Author** - The Paradox-A Poetic Soliloquy | Poetry/Spoken Word | Amazon 2019

**Author** - D.O.A.- A Poetic Soliloquy-II | /Poetry/Spoken Word | Amazon 2022

**Script** / 1<sup>st</sup> Draft Completed – **THE ROSE - LOGLINE:** After losing her mother, a young woman navigating through college becomes the obsession of a fellow student with a mysterious past and psychological problems.

## WORK EXPERIENCE

**Lincoln Financial Group** - Telephonic Intake Representative / Atlanta, GA.

2021 - 2022

Initiated claims per established procedures and was a direct point of contact for claimants researching or initiating disability claims.

**Surreal Epiphany LLC** - Self Employed / Atlanta, GA.

2013 - Present

Participation in popup sales of beaded jewelry, creating business logos, workout gear/clothing, etc.

**Salmon Companies / 10 Roads** - Administrative – Dispatcher / Atlanta, GA.

2013 - 2020

Ongoing support ensuring on-time arrivals with accurate distribution of freight and mail for the USPS.

Maintenance/scanning and receipt of daily logs following applicable DOT state and federal regulations.

**Break In Employment** - Cared for sick family members.

**First Cathedral** - Instructor - Licensed Ministry Worker / Bloomfield, CT.

2005 - 2009

**ING Insurance Co.** – Group Retirement Serv. Specialist I / Hartford, CT.

2003 - 2004

**The Hartford Insurance Co.** / Retirement Acct Serv Specialist / Annuityizations / Simsbury, CT.

2000 - 2003

**Town & Country Auto/Hoffman Auto** / Sales & Leasing Specialist / Fill-in Finance Manager / East Hartford, CT.

1998 – 2000

## LINKEDIN LEARNING CERTIFICATES

**January 2022** – Ninja Writing – The Four Levels of Writing Mastery | Writing Ad Copy | Writing A Resume | Being A Good Mentee | Grammar Foundation | Telling your Story on the Web in 60 Seconds

**May 2022** – SEO Keyword Strategy | Advanced Grammar | Learning To Write Marketing Copy

**June 2022** – Writing in Plain Language

## AFFILIATIONS / CERTIFICATES / AWARDS

Awarded Valedictorian / Advanced Achiever – Full Sail University – 2022

Atlanta Book Club Member 2019