

# Taylor Malkin

PR Junior Associate (28 years old)  
41 St. SE, Washington DC, United States, 20003

7026355196  
tayloralexamalkin@gmail.com

---

## Professional Summary

A versatile high-energy Law graduate who supports and enhances organizational initiatives by achieving results through communication, negotiation, and persuasion. I have extensive experience in research and objective writing and am a dependable person who can work with cross-functional teams in pursuit of quantifiable results.

LexisNexis | Westlaw | Amazon Workspace | Outlook | Quip | Google Suite | Adobe | Microsoft Office

## Employment History

### Elkordy Global PR | Junior Associate | Washington, DC

Nov 2023 - Present

- Developed and executed creative PR strategies to enhance brand image and promote client campaigns in the global market.
- Maintained relationships with clients to ensure satisfaction and repeat business.
- Researched and analyzed market trends and competitor strategies to identify brand differentiation and growth opportunities.
- Assisted in coordinating media interviews and press conferences for clients to increase brand visibility and generate media coverage.

### Fox News Media | Guest Greeter | Washington, DC

Nov 2022 - Sep 2023

- Interacted with over 100 congressmen
- Developed and maintained a comprehensive database of guest information to ensure personalized greetings and interactions.
- Collected feedback from guests to improve the studio's overall guest experience.
- Responded promptly to any guest inquiries or complaints, addressing and resolving them efficiently and effectively.

### U.S. House of Representatives | Congressional Intern | Washington, DC

Jan 2022 - Jun 2022

- Analyzed research and analysis on legislative issues and policy matters to support the Congressman's work
- Managed constituent outreach and communications to ensure the Congressman is informed about the community's needs and concerns.
- *Documented background research on potential legislative initiatives and provided summaries and recommendations to support the Congressman's decision-making process.*
- Drafted and edited correspondence on behalf of the Congressman.

### UNLV | Practicing Student Attorney | Las Vegas, NV

Jan 2018 - Jun 2019

- Delegated by the lead attorney to oversee all operations within the clinic.
- Defended four clients before Las Vegas school administrators and ensured administrators provided disability services.
- Conduct in-depth legal research to support the development of case strategies and arguments.
- Represented clients in administrative hearings, including preparing witnesses and presenting evidence to support their case.

## Education

### Bachelor's Degree in Business Marketing | San Diego State University | San Diego, CA

Aug 2013 - May 2017

### JD | University of Nevada-Las Vegas | Las Vegas, NV

Aug 2017 - May 2020

### Masters in Journalism | Washington, DC

Jan 2021-Present

## Volunteer

### Americans for Children's Lives and School Safety, Parkland, FL | Legislative Volunteer

- Researched state law school safety measures in all 50 states.
- Kept case files updated, accurate, and aligned with requirements and changing legislation.
- Used strong interpersonal communication skills to convey information to others.

### Mendelson for Broward County School Board, Parkland, FL | Canvasser/Fundraiser

- Interacted with over 1 million voters in 12 districts to promote a school board campaign campaign.
- Collaborated with the marketing team to develop promotional materials for canvassing activities.
- Pursued existing and potential customers by phone, email, and text to generate votes.