



Caleb Nadeau

Contact

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About Me

Motivated and detail-oriented Technical Communication student with a strong foundation in writing, editing, and creating clear, user-friendly documentation.

References

References are available upon request.

Languages

Elementary Spanish (Limited proficiency)

Skills

- CMS
- MS Office
- Content Creation
- Adobe CS
- Writing/Editing
- Figma
- Video Editing
- Canva
- Graphic Design
- Final Cut/iMovie
- Photography
- Wordpress/Wix
- Research
- AI Tools
- Growth Mindset
- Notion

Education

- Bachelor of Science- Technical Communication**
Ferris State University (Expected) AUG 2023-AUG 2025
3.9 GPA (Graduating with honors)
Summa Cum Laude
Activities: Dean's List (annually)/Real Life/AMA/Ferris State Torch
 - Learned basic UX/UI design principles for websites/apps.
 - Implemented user research, made wireframes, and created mockups.
 - Edited technical instructions and edited a user guide for a product.
 - Managed client projects for a content writing simulation.
- Associates of Arts (General)**
Kalamazoo Valley Community College JAN 2019-JUN 2021
3.7 GPA (Graduated with honors)
Activities: Dean's List (annually)/Cru
 - Made a report with data for a stock market simulation.
 - Managed project and presentation group work with a team.
 - Utilized different research methods (qualitative and quantitative)

Experience

- Freelance Writer** OCT-DEC 2024
Ferris State Torch
 - Wrote and edited articles for school newspaper on a bi-weekly basis.
 - Conducted personal interviews and learned effective communication.
 - Pitched ideas for stories that were used in the school newspaper.
- Freelance Editor/Designer** JAN 2020-Remote
 - Posted content and edited videos for a small YouTube channel.
 - Wrote and edited scripts/ videos for non-profits/churches.
 - Learned fundamental marketing principles and analytics.
 - Created logos for branding and thumbnails for videos/podcasts.
- Team Associate (Cap 2 Stocking/OGP)** 2021-2023
Walmart
 - Ensured customer satisfaction by handling cash transactions.
 - Managed and monitored multiple departments during peak activity.
 - Assisted customers with merchandise inquiries and prices.



Certification/Awards

- Michigan Founders Fund Emerging Talent Roster
- Recipient of Transfer President's Scholarship
- Recipient of John McNamara Memorial Endowed Scholarship
- Most Distinguished Scholar (2025) -Ferris State University
- Academic Honors List (2021) -KVCC



Volunteering

- **Freelance Designer** -Created thumbnails for NorthPointe.
- **Book Illustrator** -Helped illustrate a book for a family friend.
- **Poll Worker** (Otsego Township) -Checked voters IDs.
- **Campaign Volunteer** -Helped with successful campaign.
- **Audio Technician** -Managed/operated audio equipment.