Miranda Barnett

**QUALIFICATIONS**

* Three years of professional working experience in customer service.
* Two years of professional working experience in archives.
* Excellent time management skills.
* Excels in archival research.
* Adaptable to new and sudden changes.
* Proficient in Microsoft Office products and PastPerfect.
* Exceptional in communicating and collaborating with others.
* Meticulous attention to details.

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**EDUCATION**

**Bachelor of Art**- History, May 2022

Tennessee Wesleyan University- Athens, TN

**Masters in Public History**-Present

Middle Tennessee State University- Murfreesboro, TN

**PROFESIONAL EXPERIENCE**

**McMinn County Living Hertiage Museum,** Athens, TN February 2022 – July 2022

*Intern, Part Time Worker*

* Operating the museum inventory database to add descriptions, locating missing items, and adding photographs to improve the listings.
* Developed an understanding of how to run an event by making informational pamphlets, setting up, and recording the event.
* Handling and storing artifacts with proper care.
* Aiding visitors when needed.
* Collaborating to design two separate exhibits.
* Operating the cash register for the gift shop and admission.

**Center for Popular Music,** Murfreesboro, TN August 2022-July 2024

*Graduate Assistant, Part Time Worker*

* Processing collections following archival standards.
* Creating finding aids for the collections processed.
* Researching and developing research guides for students and scholars to use.
* Designing an exhibit with physical and online components.
* Handling and storing rare books and materials with proper care.
* Digitizing historic photographs following archival standards.

**Rutherford County Archive**, Murfreesboro, TN May 2023-August 2023

*Intern*

* Processing photographic negative collection.
* Aiding patrons in need of record copies.
* Answering phone calls from patrons and courts for records requests.
* Handling, cleaning, and processing historical document collections with proper care and archival standards.
* Assisting patrons with genealogical research through archival records and genealogy websites.

**Tennessee State Parks**, TN May 2024-August 2024

*Researcher for David Crockett Birthplace State Park and Fort Loudoun State Historic Area*

* Examining and interpreting historical documents.
* Researching African American history in Upper East Tennessee during the 1790s-1840s.
* Researching a historic African American cemetery with known history as a slave cemetery.
* Preparing research papers and bibliographies relating to African American history at the parks.
* Providing park staff with research to help further develop interpretation of local history of the parks.

**REFERENCES**

Available upon request.