ROBERT SMITH

Audio Editor

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

To obtain a challenging and rewarding Audio Editor position which utilizes my education and experience so that I can contribute to an organization and further enhance my professional skills.

CORE COMPETENCIES

Graphic Design, Web Design, Print Design, Motion Graphics, Video Editing, Audio Editing, Branding Design.

PROFESSIONAL EXPERIENCE

Audio Editor

ABC Corporation - October 2013 – October 2013

Key Deliverables:

- Came up with an idea, storyboarded, filmed, and edited the short film in less than 48 hours.
- Worked on capturing all the minute audio cues in the scene to ensure that it f it into our piece.
- Won first place at the 48 hour competition held by Ball State.
- Learned to focus on the details in each scene and how much work could be accomplished so quickly.
- Promoted to this position as a result of outstanding performance.
- Investigated breaking news stories and created fact sheets with all pertinent information for air.
- Simultaneously completed multiple tasks.

Audio Editor

Delta Corporation - 2008 – 2013

Key Deliverables:

- Coordinate online or print publishing cycle and manage content areas.
- Set publication standards and establish goals and expectations.
- Suggest stories and generate headline ideas in alignment with targeted audience’s preferences.
- Oversee layout (artwork, design, photography) and check content for accuracy and errors.
- Proofread, edit and improve stories or pieces.
- Recruit and manage writers and reporters.
- Cooperate and liaise with designers, photographers, advertising reps, writers, artists etc.

EDUCATION

- Bachelor of Arts in Telecommunications Emerging Media - 2011(Ball State University - Muncie, IN)

© This **Free Resume Template** is the copyright of Qwikresume.com. **Usage Guidelines**