Robert Smith

Associate Journalist

CONTACT DETAILS

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PERSONAL STATEMENT

Motivated, perso/nable media professional with college degree and a successful 18-year track record of profitable small business ownership. Hard-working with excellent web, social media and customer service skills. Talent for quickly mastering technology. Diplomatic and tactful with professionals and non-professionals at all levels.

WORK EXPERIENCE

Associate Journalist

ABC Corporation - October 1989 – October 2007

Responsibilities:

- Frequently generated annual revenue in excess of $20,000 on articles that paid only about $40 each.
- Reported breaking news including protests, rallies and police situations.
- Attended and reported on municipal, school board and community meetings.
- Wrote features on a wide variety of topics ranging from victims of gun violence to Kwanzaa.
- Researched and filed in-depth enterprise stories on subjects including teacher negotiations and a five-part series on organ transplants.
- Sports reporting included features as well as game coverage.
- Provided photography that illustrated feature stories, sports and spot news.

Journalist

ABC Corporation - 1985 – 1989

Responsibilities:

- Starting internship position led to freelance employment within three weeks of hire.
- Originally responsible for correspondence, filing, and other general newsroom duties.
- Produced full-length feature articles for print and online publication.
- Responsible for writing the Sentences and ARDs column for the legal section.
- Responsible for writing general content for the education section, including a weekly "Movers" column and coverage of school board meetings.
- Responsible for photo assignments, generating unique content, completing all tasks assigned by editors, and attending events..
- This is Dummy Description data, Replace with job description relevant to your current role.

Education

Bachelor of Arts in English - (Millersville University of Pennsylvania - Millersville, PA)

SKILLS

Project Management,
Report Preparation
Written Correspondence.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference – 1 (Company Name)
Reference – 2 (Company Name)

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