Media Relations Intern

ROBERT SMITH

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Objective

To continue to build upon retail experience and attain higher levels of responsibility and ownership.

Skills

In Design, Blogging, Social Media.

Work Experience

Media Relations Intern

ABC Corporation - August 2001 – March 2005

- Wrote engaging copy/press releases for game results and conference happenings.
- Effectively assisted in the creation and design of media brochures for individual teams/sports.
- Managed interviews with players and coaches for press releases and media-related tasks.
- Researched statistics for historical comparisons for individual players and sports.
- Provided administrative assistance to superiors in the office.
- Effectively managed all media relations duties with regard to Mens/Womens golf and softball for two coinciding seasons.
- ServeD as a daily liaison between more than 50 past, current, and new fundraising teams in order to streamline logistics.

Media Relations Intern

ABC Corporation - 1999 – 2001

- Monitor and research news coverage of team using MS Word.
- Write and pitch press releases and coordinate media coverage.
- Produce team fact sheets using Adobe Illustrator.
- Prepare press room and press box for media use.
- Provide media with requested information.
- Interview players for media and cover post-game interviews.
- Assist with radio and television broadcasts..

Education

Bachelor of Arts in Creative Writing and English - (University of California - Riverside, CA)

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