

ROBERT SMITH

Newspaper Reporter

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

SUMMARY

Professional providing thought leadership with the ability to advance an organization's programmatic strategic outreach by building relationships with important stakeholders, community leaders, and members, and local business owners.

CORE COMPETENCIES

Communication, Writing, Innovation, Customer Service.

PROFESSIONAL EXPERIENCE

Newspaper Reporter

Tri County Citizen - March 2013 – June 2017

Key Deliverables:

- Wrote several front-page articles for a daily newspaper, and covered a variety of subjects ranging from criminal trials to local politics.
- Learned to work quickly under tight deadlines and to prioritize work in order to summarize what was most crucial to report.
- Balanced stories by talking to opposing sources and getting information from various sources.
- Assisted with some editorial functions including final editing of some stories.
- Wrote news, feature articles, columns, and other editorial materials for a twice-weekly newspaper.
- Conducted in-person, phone, and email interviews.
- Article writing Interviewing Research Proofreading.

Newspaper Reporter

Delta Corporation - 2010 – 2013

Key Deliverables:

- Wrote several front-page articles for a daily newspaper, and covered a variety of subjects ranging from criminal trials to local politics.
- Learned to work quickly under tight deadlines and to prioritize work in order to summarize what was most crucial to report.
- Balanced stories by talking to opposing sources and getting information from various sources.
- Assisted with some editorial functions including final editing of some stories.
- Wrote news, feature articles, columns, and other editorial materials for a twice-weekly newspaper.
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EDUCATION

Associates in Technology - September 2012(Tarrant County College - Fort Worth, TX)

