Web Editor

ROBERT SMITH

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Objective

To obtain a position where skills and experience will be utilized towards growth and advancement.

Skills

Editing, Analytical Skills.

Work Experience

Web Editor

ABC Corporation - 2009 – 2010

- Worked on WSU web pages, finding where there are broken links, and then fixing them.
- Edited WSU web pages using the CMS (Content Management System).
- Added and editing pages in the procs.cit.wayne.edu.
- Helped to update Web-based communications.
- Assisted with the maintenance of department Website.
- Updated Web pages, news, and events in a browser-based content management system.
- Created and update how-to articles in the universitys technology Knowledgebase.

Web Editor

ABC Corporation - 2006 – 2009

- Edited digital content for the Dallas Observer.
- Tracked site metrics and produced weekly and monthly web traffic reports.
- Collaborated with editorial staff on the direction of digital content.
- Commissioned videographers and photographers for multimedia projects.
- Managed social media channels..
- This is Dummy Description data, Replace with job description relevant to your current role.
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Education

Masters of Science in Human Services/ Social and Community Services - 2011(Capella University)

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