

Sally Reporter

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Current: 1624 North Grand Ave. No. 6 • Maryville, Mo. 64468 • (555) 555-5555

Permanent: 7202 S.W. 16th St. • Anytown, Iowa 50315 • (555) 555-5555

Objective To obtain a position as a reporter in television news

Education

Bachelor of Science in Broadcasting, Minor in Spanish May 2008
 Northwest Missouri State University (Northwest), Maryville, Mo. Cumulative GPA 3.47/4.00

Media Activities

- *Intern*, KQTV 2 (ABC), St. Joseph, Mo. January 2008 - Present
 Live shoot, lead stories for 10 p.m. newscast, various news packages, VOs, & VOBs. Write news copy, edit photography and generate original stories.
- *Production assistant*, KDFW-TV 4 (FOX), Dallas. December 2007 - January 2008
 Organized scripts and operated studio camera for 6 p.m. and 10 p.m. newscasts. Covered daily beat calls and operated camera for news teases.
- *News anchor*, reporter and board operator, KXCV/KRNW (NPR), Maryville, Mo. August 2006 - Present
 Organize and read news copy for 2-6 minute live newscasts, report and write local news stories. Created one news feature per trimester in addition to daily beat calls. Operate a live switchboard as on-air personality for morning shift. Responsible for following all FCC procedures.
- *Intern*, WHO-TV 13 (NBC), Des Moines, Iowa. Summer 2007
 Generated and edited one news package with stand-up. Wrote copy for 10 p.m. news and operated teleprompter. Job shadowed talent, producers and photographers for 10 p.m. news.
- *News anchor*, News 8 Now, Northwest This Month and the Northwest homecoming parade. Fall 2007
 KNWT, Northwest, Maryville, Mo.
 Wrote and edited stories for News 8 Now. Completed numerous in-depth personal interviews for four-part story on "Student Volunteerism." Co-anchored 90-minute live remote broadcast of 2007 Northwest homecoming parade.
- *Sales manager and on-air personality*, KZLX, Northwest, Maryville, Mo. Fall 2006 - Spring 2007
 Managed a staff of peers and delegated weekly assignments, supervised paperwork for traffic, production and promotions departments. Communicated with community-wide clients regarding billing, production and advertising sales.
- *Production assistant*, KNWT, Maryville, Mo. Fall 2005 - Spring 2006
 Acted as Floor director, operated audio/chyron camera, switcher, VTR and created a PSA for "Safe Ride" a Campus Safety Department project.
- *Reporter*, Nodaway Update, KQTV 2 and KNWT, St. Joseph and Maryville, Mo. Fall 2005
 Wrote stories about local community events, shot and edited VOs and news packages.
- *Copy staff*, *Tower Yearbook*, Northwest, Maryville, Mo. Fall 2005

Proficiencies

	<i>Television</i>		<i>Radio</i>
DCM News tracker	Sony digital camera	Reel to reel	Audio Vault
Linear Analog Beta and S-VHS Editing	Beta and S-VHS cameras	Digital Audio Delivery	Adobe CS3
Non-Linear Adobe Premier and Avid Editing		Pro-Tools Editing	

Computer Programs

(Microsoft) Word (45 wpm), Excel, Outlook, PowerPoint, Internet Explorer and Microfiche

Work Experience

- *Office assistant*, Vice-President for Finance Office, Maryville, Mo. August 2004 - Present
- *Sales associate and cashier*, Victoria's Secret, Des Moines, Iowa May 2004 - August 2005
- *Youth In Action Camp assistant director*, Altoona Community Campus, Altoona, Iowa June - August 2005
- *Hostess, cashier and waitress*, Wood's Oven Grill, Kansas City, Mo. May - August 2004

Languages

- Moderately fluent in Spanish
- Knowledge of American Sign Language (ASL)