

# Robert Smith

## Digital Media Assistant

### PERSONAL STATEMENT

A creative thinker, and avid daydreamer with a design ability to achieve anything put mind to. Trained in illustration, graphic design (and Harry Potter trivia). Self-motivated with over five years of experience in advertising, production, and user interface design.

### WORK EXPERIENCE

#### Digital Media Assistant

ABC Corporation - September 2012 - June 2013

##### Responsibilities:

- Pulled website statistics using Omniture and Yinzcam to analyze and create reports.
- Brainstorm and execute innovative ways to draw more visitors to the site.
- Record and live-stream press conferences for the Ravens website and NFL Network.
- Post content using a CMS.
- Create story images for the website and marketing department.
- Design and send emails to over 60,000 subscribers weekly using a database.
- Update roster, transactions, and bios.

#### Digital Media Assistant

Delta Corporation - 2008 - 2012

##### Responsibilities:

- Produce on-camera interviews for DetroitLions.com.
- Pitch and write compelling feature stories.
- Research and collect daily clips.
- Record and transcribe press conferences.
- Engage with fans through social media accounts.
- Photograph training camp and create daily photo galleries for the site.
- Post content using the CMS.

### Education

BA in Communications - 2007(Loyola University Of Maryland)

### CONTACT DETAILS

1737 Marshville Road,  
Alabama  
(123)-456-7899  
info@qwikresume.com  
[www.qwikresume.com](http://www.qwikresume.com)

### SKILLS

Graphic Design, Web  
Development,  
Illustration.

### LANGUAGES

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

### INTERESTS

Climbing  
Snowboarding  
Cooking  
Reading

### REFERENCES

Reference - 1 (Company  
Name)  
Reference - 2 (Company  
Name)