

## **Frank Navarrete**

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### **EDUCATION**

Craig Newmark Graduate School of Journalism (CUNY)

Master of Arts, Journalism OR MA in Journalism. Business Reporting. Expected December 2025.

Northwestern University

Bachelors of Science in English - Magna Cum Laude. June 2016

### **RELEVANT COURSEWORK**

<https://keykindelan.github.io/FrontPage/>

### **PROFESSIONAL EXPERIENCE**

Outlier-Chicago, IL

Artificial Intelligence (AI) Editor

February 2024 to

Present

- Review and edit AI responses to users to improve the AI model's quality

Bartender

Shoreline Sightseeing-Chicago, IL

May 2023 - August

2024

Tend the bar for architecture tours of up to 300 boat passengers at a time.

Duties include:

- Engaging with hundreds of boat-tour customers daily
- Correctly taking orders, prepping drinks and quoting totals
- Keeping accurate records of bottles on the bar and in storage

Real Estate Title Insurance Manager

O'Connor Title Guaranty-Chicago, IL

April 2015 to February 2023

Contact John O'Connor, 312.527.4700.

Coordination, planning and execution of all title insurance and escrow operations, managing a team of employees.

## **SKILLS**

- Adobe Premier
- Pro-Tools
- Google Sheets
- GitHub
- HTML
- CSS