

James West
1013 Woodhue Dr.
Baton Rouge, LA 70810
jameseswest@gmail.com
225-247-1515

EDUCATION

Louisiana State University, Baton Rouge, La.

Graduated: 2010

B.A. in Mass Communications, Minor in Film and Media Arts

EXPERIENCE

e-Gov Systems: Technical Writer, QA Tester

Sept 13 - July 15

- Collect, organize, and format information into operation manuals for tax collection software.
- Design and write response matrixes for RFP responses.
- Perform quality assurance testing to ensure compliance with Americans With Disabilities Act.

SilkyScreens Printing: Social Media Coordinator, Videographer

Dec 13 - Oct 14

- Developed overall online image for company and created social media posts to support it.
- Updated website with new content such as videos and Instagram posts.
- Conceived, shot and edited promotional videos.
- Designed and sent out monthly email newsletter using MailChimp.

Baton Rouge Music Studios: Guitar Instructor

March 13 - Oct 14

- Taught children ages 6 - 18 how to tune, maintain and play their guitar.
- Taught both private and group lessons ranging from 30 minutes to an hour.
- Met and spoke with parents about their child's progress.

Prom Date: Band Manager, Booker, Guitarist

May 12 - Oct 13

- Took up music full time with my band, Prom Date, to record an album and tour the U.S.
- Managed multiple contacts months ahead of time to book tours.
- Ensured band was at right place and right time to play gigs, settled with management at end of night.

WBRZ-TV, Baton Rouge: Web Producer, Editor, Videographer

June 10 - May 12

- Maintained WBRZ.com which received Best Website by the Louisiana Associated Press in 2012.
- Wrote breaking and daily news alerts, for over 22,000 subscribers.
- Assisted in website redesign which increased unique visitors by 27%.
- Maintained WBRZ's Facebook and Twitter accounts which had over 25,000 fans combined.
- Shot and edited video for the 4, 5, 6, and 10 o'clock broadcasts.

WORK-RELATED KNOWLEDGE

- Adobe softwares Photoshop and InDesign.
- Video editing softwares Premiere, Final Cut Pro, Avid, and Edius.
- Audio Editing Softwaes Ableton and Pro Tools.
- Sony DSR, Panasonic P2 HD and Nikon D3 cameras.
- Micorsoft Office Suite including Word and Excel.
- NVDA and JAWS screen readers.

AWARDS AND HONORS

- Worked with team that was awarded Best Website by the Louisiana Associated Press in 2012.
- Placed second in Society of Professional Journalists' 2010 Region 12 Feature Story category.
- Won College Broadcasters Inc.'s 2007 Best News Reporting for "LA Cockfighting".