

# Sarah Lane

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321 Leo Way, La Verne, CA  
(714) 555-1234

## EDUCATION

### **Bachelor of Arts in Broadcasting, Radio Concentration**

University of La Verne, La Verne, CA G.P.A. 3.6

## RADIO EXPERIENCE

### **LeoFM (FM 107.9)**

*On-air Personality* September 2012 – Present

Lead a 3-hour shift on LeoFM. Provide an entertaining voice and perspective for listeners and operate the board efficiently throughout broadcast. Take, edit, and playback on-air phone calls using shortcuts. Integrate promotions and public service announcements into show.

### **KROQ (FM 106.7)**

*Intern* September 2014 – December 2014

Assisted with in-studio and off-site performances. Set up and took down remote gear. Promoted station events by blogging and posting on social media. Assisted with stage production during KROQ Weenie Roast. Provided research for various stories used by on-air personalities.

### **LeoFM (FM 107.9)**

*Program Director* August 2013 – August 2014

Managed LeoFM station to ensure proper broadcast coverage, consistent on-air messages, and execution of all promotions. Supervised entire crew including music director, promotions director, sports director, and all on-air talent.

### **LeoFM (FM 107.9)**

*Music Director* January 2013 – August 2014

Programmed music list for LeoFM, a top-40 station. Led weekly meetings regarding the inclusion of new music. Conducted music surveys and studies with listeners to determine satisfaction. Used selector and protocols to add new music.

## HONORS & AWARDS

Academic Recognition Award Spring 2013  
Certificate of Achievement Fall 2012, Spring 2011, Fall 2013

## PERSONAL TRAITS

- Passionate about music
- Strong communication skills
- Thrive in fast-paced situations
- Detail-oriented

## SKILLS

- Proficient with Pro Tools and Selector
- Experience in multiple aspects of pre and post-production
- Skilled using social media
- Leadership experience

## REFERENCES

### **Dr. Bob Bobby**

Professor of \_\_\_\_\_  
Department Chair  
Communications  
University of La Verne  
1950 Third Street  
La Verne, CA, 91750  
[bbobby@laverne.edu](mailto:bbobby@laverne.edu)

### **Dr. Matt Mathewson**

Professor of \_\_\_\_\_  
Communications  
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### **Carla Karlson**

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