

# [First Last Name]

[City, Country] | [email@example.com] | [+00 000 000 0000] | [Portfolio/Online Clips URL]

## PROFESSIONAL SUMMARY

[Experienced **Journalist** with a strong track record of reporting, writing, and editing in [print/digital/broadcast] environments, delivering clear and accurate stories under tight deadlines.]

[Skilled at cultivating sources, verifying information, and transforming complex topics into engaging, audience-focused content across multiple platforms.]

[Proficient in **investigative reporting**, data-driven storytelling, and multimedia production, with a commitment to ethical journalism and editorial integrity.]

## EXPERIENCE

### [Senior Journalist] | [Major National Newspaper]

[Month Year] – [Present] | [City, Country]

- [Produce in-depth features and breaking news coverage on [politics/business/culture], consistently meeting daily and weekly deadlines while maintaining accuracy and balance in reporting.]
- [Develop and maintain a network of [X+] reliable sources, leading to exclusive stories that increased page views and reader engagement on the [News Website] by [X%] over [time period].]
- [Collaborate with editors, photographers, and data journalists using tools such as [Google Docs], [Content Management System], and [data visualization software] to deliver multimedia packages optimized for web and mobile audiences.]

### [Staff Reporter] | [Regional News Outlet]

[Month Year] – [Month Year] | [City, Country]

- [Covered daily news beats including [local government], [education], and [community issues], filing [X–Y] stories per week with a focus on clarity, context, and public impact.]
- [Conducted on-the-record and background interviews, performed fact-checking, and analyzed public records using tools like [Excel], [online databases], and [FOI request platforms] to support investigative pieces.]
- [Adapted print stories for digital platforms, optimizing headlines, subheads, and metadata for search and social media distribution via [SEO tools] and [social media scheduling platforms].]

## EDUCATION

### [Bachelor of Arts in Journalism] | [University Name]

[Month Year] – [Month Year] | [City, Country]

- [Relevant coursework: News Reporting & Writing, Media Law & Ethics, Investigative Journalism, Data Journalism, Multimedia Storytelling.]

### [Additional Certification in Digital Media / Data Journalism] | [Institution or Online Platform]

[Month Year] – [Month Year]

- [Completed specialized training in [data analysis tools], [social media strategy], and [multimedia production] for digital newsrooms.]

## SKILLS

**Reporting & Writing:** [News reporting], [feature writing], [investigative journalism], [copy editing], [headline writing]

**Research & Analysis:** [Fact-checking], [data journalism], [public records research], [interviewing techniques]

**Digital & Multimedia:** [Content Management Systems], [basic photo/video editing software], [podcast or audio editing tools], [SEO best practices]

**Tools & Platforms:** [Google Workspace], [Microsoft Office], [social media platforms], [analytics dashboards], [newsletter platforms]

**Soft Skills:** [Deadline management], [critical thinking], [communication], [collaboration], [adaptability], [ethical judgment]

## PROJECTS

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### **[Investigative Series: Title of Series] | [News Organization / University Publication]**

[Month Year] – [Month Year]

- [Led a multi-part investigative series on [topic], analyzing [X] public records and conducting [Y] interviews to uncover [key finding or impact].]
- [Collaborated with a small team to structure the narrative, integrate data visualizations, and coordinate publication schedule across print and digital platforms.]

### **[Multimedia Feature: Title of Story] | [Independent / Freelance Project]**

[Month Year]

- [Produced a long-form multimedia feature combining text, photography, and short video segments to explore [subject or community].]
- [Promoted the piece via [social media channels] and [newsletter], resulting in [X] views and engagement from key stakeholders in the topic area.]