**Kelly R. Jones**

123 Main Street, Apt. 101

New York, New York 10001

Mobile: 202-555-1234

kellyjones@example.com

**Objective**

Reporter position with a major newspaper or magazine.

**Summary**

* More than two years of reporting experience for both a major daily as well as local campus newspaper
* Reporter internship with the St. Louis Post-Dispatch
* Magna Cum Laude graduate with BA in Journalism
* Proficient with MS Office, IBM Lotus Notes, Windows, and the Internet

**Education**

**Bachelor of Arts in Journalism, May 2023**

**Illinois State University, Normal, Illinois**

Graduated Magna Cum Laude with a GPA of 3.6 on a 4.0 scale

**Courses included:**

Advanced Newspaper Design Magazine Composition and Layout

Advanced Copy Writing Advanced Magazine Writing

Electronic Production Advertising and Public Relations

World Press Systems Mass Media Research Strategies

**Experience**

**Reporter Internship, June 2022-August 2022**

**St. Louis Post-Dispatch, St. Louis, Missouri**

* Researched information for stories for city desk
* Verified facts and data for all news releases with potential for story material
* Interviewed contributors both over the phone and in person
* Met every daily deadline successfully, with 100% completion of all assigned reports by specified deadline

**Assistant Editor/Reporter, August 2020-Present**

**The Daily Vidette, Illinois State University, Normal, Illinois**

* Responsible for reporting of all campus social activities
* Developed weekly stories without missing a single deadline

**Activities**

* Paul Neville Award for Journalism (for excellence in journalism), 2022
* Treasurer, Phi Beta Kappa honors society, 2021-2022
* Historian/Reporter, Illinois State Historical Society, 2022-2023

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