
Media Producer Resume

Job Objective

Seeking the opportunity to further advance my career as a Media Producer by securing a position with well-established organization.

Highlights of Qualifications:

- Expertise in course management and content management systems
 - Sound knowledge of the tools and protocols to enable electronic publication
 - Ability to use math in the production and the principles of calculus and statistics
 - Familiarity with software development life cycle (SDLC)
 - Outstanding communication and production skills
 - Wide knowledge of Broadcasting, Journalism and Communication
 - Proficient in MS Office HTML, XML and Photoshop
-

Professional Experience:

Media Producer, April 2008 – Till Date
Palgrave Macmillan, Franklin, MA

- Administered the production of all media products in the organization.
- Interfaced with the editors and business managers to develop the project accordingly.
- Performed troubleshoot on the application to resolve any bugs.
- Managed the entire media production by maintaining the various components such as schedules and resources.
- Monitored the working of development and quality assurance team to ensure that the product is developed on time.
- Evaluated and communicated with the senior management if there are any delays in the development of the application.

Media Producer, January 2004 – March 2008
Cablevision, Franklin, MA

- Managed the main issues and the produced the online content on the websites.
 - Maintained original content on the website produced the main sections for the site such as blogs.
 - Administered the production of all the content such as polls, quizzes, essays, games and other features on the website.
 - Assisted the production teams in planning new content for the website.
 - Recommended new features to be added to the website to meet the company objectives.
 - Managed multi level platform for streaming movie and other similar uses.
 - Prepared the project budget and coordinated with the vendors for online and mobile applications.
-

Education:

Bachelor's Degree in Journalism, Fitchburg State College, Fitchburg, MA

[Build your Resume Now](#)