
Radio News Reporter Resume

Job Objective

To obtain a job as Radio News Reporter and perform my duties with full dedication.

Highlights of Qualifications:

- Extensive experience of scripting, editing and reporting of news stories and programs for radio broadcast
 - Sound knowledge of radio journalism and broadcasting rules and regulations
 - Commendable knowledge of radio news production and features reporting
 - Familiarity with public radio system and using recording equipments
 - Ability to complete and deliver all news reports in a timely manner
 - Ability to write scripts, headlines and items for radio documentaries and public affairs programs
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Professional Experience:

Radio News Reporter
Interlochen Center for the Arts, Richmond, IN
August 2012 – Present

Responsibilities:

- Attended press conferences and provided in-depth coverage of events.
 - Organized and conducted interviews of renowned dignitaries and persons.
 - Gathered and investigated information related to news leads and stories.
 - Created, proofread, and broadcasted factual audio news stories in a timely manner.
 - Scripted, edited, and hosted radio programs and talk shows.
 - Developed and maintained effective working relationships with editors and producers.
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Radio News Reporter
Saga Communications, Inc., Richmond, IN
May 2009 – July 2012

Responsibilities:

- Researched, composed, and edited news stories for radio broadcasts.
 - Arranged, conducted, and broadcast interviews for radio listeners.
 - Produced show scripts and hosted public affairs programs, as assigned.
 - Selected and utilized appropriate music and sound effects to accompany radio productions.
 - Operated and maintained various types of editing, production and broadcast equipments.
 - Attended and took part in radio station's special events, as required.
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Education:

Bachelor's Degree in Journalism
Florida Southern College, Lakeland, FL

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