**Ann Nolan**
Sometown, MN | (Available to Relocate) | Phone: (555) 555-5555
someone@somedomain.com

**EXPERIENCED REPORTER**NEWS | SPORTS | BUSINESS | EDUCATION | LIFESTYLE FEATURES

* Dedicated reporter with a nose for news, a passion for community journalism and a reputation for impeccable ethics.
* Six-year record of commended performance as a staff reporter for print and online editions of local daily newspapers with circulations of up to 275,000.
* Adept storyteller who treats news, features and other events with equal passion and thrives within the deadline-intensive, 24x7 newsroom environment.

**Professional Experience**

|  |  |
| --- | --- |
| *EAGLE LAKE REVIEW* -- Eagle Lake, MN | **Staff Reporter**, 2008 to 2009  |
| *FERGUS FALLS JOURNAL* -- Fergus Falls, MN | **Staff Reporter**, 2003 to 2008 |

* Covered a range of areas (e.g., news, sports, business, education, healthcare, lifestyle, travel) as a full-time general assignment reporter (and photographer) for local dailies.
* Consistently singled out as one of the most prolific writers and productive story contributors among reporting staff at both papers. Never failed to meet a deadline.
* Provided complete, accurate and compelling coverage of both anticipated and spontaneous news for print and online media.

**Internships**

|  |  |
| --- | --- |
| *THE STAR TRIBUNE* -- Minneapolis, MN | **Intern,** 2003  |
| *ABC UNIVERSITY* -- Minneapolis, MN | **Public Information Intern,** 2002 |

* Interned at Minneapolis' major daily and at the Public Information Department of the University of Minnesota during junior and senior years.
* Fulfilled multifaceted duties that included reporting, news/feature writing, researching, fact-checking, proofreading and headline/cutline writing.

**Education**
*ABC UNIVERSITY* -- Minneapolis, MN
**BA in Journalism**, 2003
*CONCURRENT EMPLOYMENT:* Served as **Assistant Editor** and **Staff Reporter** for university newspaper (The Minnesota Daily) throughout college career (1999 to 2003).

**Key Skills**

|  |  |
| --- | --- |
| * Community Journalism
* Multimedia Reporting
* News Writing
* Sports Writing
* Business Writing
 | * AP Style
* Photojournalism
* Columns/Op Ed Pieces
* Proofreading / Editing
* Research & Fact-Checking
 |

**Technology Summary**

|  |  |
| --- | --- |
| * Windows & Mac OS Platforms
* MS Office (Word, Excel, PowerPoint)
 | * Digital & 35mm Cameras
 |