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|  | **Krista Daly** |
| **Experience** | **Proofreader**  Brierley + Partners, Sherman Oaks, CA  *November 2016-Present*  Reviews digital and print jobs for grammar, spelling and style specific to individual clients  Remains up-to-date on style guidelines for each client  Responsible for ensuring communications are sent out with the correct brand standards  **Staff Writer**  Santa Clarita Valley Signal, Santa Clarita, CA  *March 2016-August 2016*  Wrote multiple news articles on a daily basis with a focus on politics and education Generated ideas and promoted published stories on social media  Updated the website regularly  **Senior Reporter/Assistant News Editor**  San Marino Tribune, San Marino, CA  *March 2015-March 2016*  Wrote multiple news articles on a daily basis with a focus on politics and education Took photographs for individual stories and photo pages  Created the e-edition and sent it to all subscribers each week  Updated the website regularly  Laid out stories and designed pages in Adobe InDesign  Proofed the entire paper before publication  **Staff Writer**  Imperial Valley Press, El Centro, CA  *August 2013-February 2015*  Wrote multiple news articles on a daily basis with a focus on health care, politics and education  Produced multimedia content including photographs and videos  **Volunteer Editor**  Santa Barbara Street Medicine Doctors Without Borders, Santa Barbara, CA  *October 2011-June 2013*  Edited news and feature stories for the monthly newsletter  **Student Writer**  USC Annenberg Public Affairs and Special Events, Los Angeles, CA  *October 2012-May 2013*  Wrote news and feature articles to promote people and events  **Freelance Reporter**  The Antelope Valley Times, Lancaster, CA  *October 2011-July 2012* |

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|  | Wrote news and feature stories for an online news site  Took photographs to accompany articles  **Staff Reporter/ News Editor/Senior Reporter**  Daily Sundial, Northridge, CA  *January 2010-May 2011*  Managed about 20 reporters  Edited articles  Designed the newspaper  Wrote news and feature articles  Produced multimedia content including photographs and videos |
| **Education** | **Masters of Arts in Specialized Journalism**  University of Southern California, Los Angeles, CA May 2013  **Bachelor of Arts in Journalism with a minor in Creative Writing**  California State University, Northridge, Northridge, CA May 2011  **Associates of Arts in Letters, Arts and Sciences**  Antelope Valley College, Lancaster, CA May 2008 |
| **Skills** | Six years of professional experience writing for online and print publications  Ability to meet tight deadlines on a daily basis  Strong knowledge of grammar, writing and editing  Daily use of Content Management Systems—newsCMS and WordPress  Proficiency in Microsoft Office and Adobe Acrobat  Knowledge of InDesign to lay out articles and design pages  Basic knowledge of Photoshop  Ability to engage the audience by using social media  Able to work as an individual or with a team |