

Nicholas C. Reilly

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Talented writer with extensive experience spanning diverse industries, including news reporting, copy writing, and analytics. Expertise in writing for print and digital media, newsletters, web copy, advertorials, film criticism, and more. Accomplished in evaluating and developing concepts for fast-turnaround in high-pressure environments. Highly skilled in fostering creative collaborations and writing under specific guidelines with a distinct voice. Proficient in research and analysis, with proven ability to manage demanding constituents while delivering high levels of responsiveness and service. Core competencies include:

- Concept Development
- Research
- Marketing
- Advertorials
- Digital and Print Copy
- Project Management
- Editing
- Proofreading
- Analysis

PROFESSIONAL EXPERIENCE

NEW YORK UNIVERSITY: SCPS Strategic Marketing and Communications, New York, NY (2011 – Present)

Writer/Editor

- Writes, edits, and proofreads advertorials, student biographies, course descriptions, and copy for use in targeted marketing campaigns, internal publications, the online course catalog, and publicity campaigns
- Coordinates with program managers to ensure copy is well-written, communicates intended message, and is suitable for use in catalogs and mailers
- Researches target, conducts interviews and writes editorials for NYU publications and marketing campaigns
- Oversees the editing, pagination, indexing and data entry of the NYU-SCPS seasonal bulletin
- Streamlined the publication process resulting in increased efficiency and improved accuracy

V.I.P. HOSPITALITY, New York, NY (2014 – Present)

Freelance Contributor

- Engaged in idea generation—pitch and research—for articles
- Achieved increased traffic to website through publishing relevant and sought topics

SPLASH ENTERTAINMENT GROUP, New York, NY (2010 – Present)

Freelance Contributor

- Writing, editing and repurposing treatments used to sell multiple film, book and television projects
- Adapts completed treatments to best market projects while still carrying the voice and message of the original author

NEWSWEEK INTERNATIONAL, New York, NY (2009 – 2010)

Researcher/Reporter

- Reported on various subjects, including business, culture, and politics for Newsweek magazine's print and web editions
- Researched articles using interviews, Internet searches, phone solicitation, and other methods
- Performed a wide variety of general editorial functions, including writing photo captions, fact checking, and proofreading to insure articles were accurate, well-written and delivered in a timely manner
- Acted as liaison between writers, art department, and editors to ensure story delivery prior to deadline

MATCHFLICK.COM, New York, NY (2004 – 2005)

Staff Film Reviewer

- Prepared reviews for publication on the web-based film community Matchflick.com
- Attended press screenings of newly-released films and was a key contributor of reviews and associated critic columns

DATAPIPE MANAGED HOSTING SERVICES, Jersey City, NJ (2000 – 2008)

Windows Support, Network Engineer

- Developed expertise in managing personal, increased team productivity and effectively managed the 16 person Windows Support team as Shift Supervisor
- Established and maintained strategic client relationships
- Spearheaded project revamp of all shared email servers. Improved data quality, efficiency, and enhanced infrastructure
- Provided Windows systems/network support in a highly demanding environment for 10,000+ clients
- Administered routine and emergency maintenance to Windows servers and all network related equipment

EDUCATION

NEW YORK UNIVERSITY, New York, NY

Bachelor of Arts: Anthropology and History, Summa Cum Laude

COMPUTER SKILLS

InCopy, InDesign, Agile Teabase Publish, LexisNexis, Destiny One, DAY CMS, and Apple Pages