

JOHN CRAVEN
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EDUCATION

Belvedere College SJ

Leaving Certificate (Final Results) - 485/600 points (A in English), Graduated 2009

Dublin City University

Bachelor of Journalism. Graduated 2012

Shaw Academy

Diploma in Digital Marketing 2015

PROFILE

Excellent communication, interpersonal and motivational skills with a strong performance record in team environments after eight years working in customer care and event management in dispersed geographical locations. Thrives in a lively working environment bringing an energetic and fun approach to the table. Flexible and highly motivated after over two years travelling and working all over the globe.

EMPLOYMENT HISTORY

Experience in the Communications Industry

Sub-Editor & Columnist, *Irish Golfer Magazine*, November 2015 – present

Responsibilities and skills developed:

- Tasked with sub-editing written content for the weekly digital magazine. The role includes proofreading, writing catchy headlines, turning press releases into relatable copy and a keen eye for detail.
- Responsible for producing a weekly column for *IGM*'s digital edition as well as a feature for the monthly print production. To date my digital content has been self-generated requiring online research, creativity and an ability to meet deadlines.
- Entrusted with some of the magazine's most high profile interviews and cover stories. Currently working with LPGA Tour star Stephanie Meadow ghostwriting her monthly blog.
- Researcher for the magazine's News-Roundup. It demands being up to date across multiple media platforms – Twitter, Facebook, and an ability to know a story when I see one.

Experience in the Tourism Industry

Head Concierge, *Carton House*, Ireland 2006-2013 / March 2016 - January 2017

Responsibilities and skills developed:

- Organised corporate events for sports franchises including Real Madrid and the British and Irish Lions. Through working in such a recognized environment, I developed a proud attention to detail and an ability to think on my feet and problem solve a diverse range of complex issues
- Responsible for Carton House's buggy fleet management.
- Caddymaster - overseeing large scale junior caddy programme
- Ensured timesheet capabilities as course starter/ranger
- Established a pace of play protocol for all members to follow.

Customer Care Professional, Pelican Waters Gold Club, Australia 2013-2015

Responsibilities and skills developed:

- Organised social and corporate events for respected companies throughout Queensland
- Earned greater responsibility in a fast-paced working environment through my performance

SKILLS

Communication:

- Journalism at DCU demanded a high standard of presentations and required competence in public speaking.
- Published feature length articles for the Kildare Nationalist and started a blog getting one feature published online at **collegetimes.com**.
- Columnist at the Irish Golfer magazine producing self-generated content on a weekly basis.
- Contributor at Pundit Arena, one of Ireland's fastest growing sports media companies.

Interpersonal:

- A strong ability to build instant rapport with high profile interviewees both over the phone and in person.
- Part of a 12 man golf operations team at Carton House. I have significant experience navigating a range of team dynamics and know what it means to be a successful team player.

Motivational:

- As head concierge at Carton House I was responsible for setting a professional example to my team at all times.
- As Deputy Sports Editor of the College View I would encourage our contributors to produce interesting copy on time.

ADDITIONAL INFORMATION

An appetite for new experiences has afforded me the opportunity to work and travel much of the world. Some of my encounters are captured at my blog: twentyfourandsomuchmore.wordpress.com. I am also currently writing a book based on my experiences.

SAMPLES OF PUBLISHED WORK

- <http://www.irishgolfer.ie/single-post/2017/02/15/A-run-through-the-life-of-Stephanie-Meadow>
- <https://www.collegetimes.com/sex-dating/shallow-network-ups-downs-tinder-111922>
- <http://digital.irishgolfer.ie/i/749163-wednesday-9th-of-november-2016>

REFEREES

Mr. John Shortt

Director

Match Play Media / Irish Golfer Magazine

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Golf Operations Manager

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Note: Written references available upon request.