

Lily Kyle

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CAREER OBJECTIVE

Seeking to apply my skills by reporting on local news and assisting a company with social media accounts.

EDUCATION

University of Central Florida

Bachelor of Arts in Journalism

Minor: International and Global Studies

GPA: 3.8

Orlando, Fla.

Dec. 2023

Eastern Florida State College

Associate of Arts Degree

GPA: 4.0

Titusville, Fla.

May 2021

CERTIFICATES

Teaching English as a Foreign Language (TEFL) Certificate

Orlando, Fla.

Dec. 2023

EXPERIENCE

Oviedo Community News

Editorial Intern

Oviedo, Fla.

Aug. - Dec. 2022

- Wrote and edited news stories about issues and new developments in the local community.
- Wrote and edited a weekly calendar with information on upcoming events in Oviedo, Fla.

UCF Global

English Language Conversation Hour Volunteer

Orlando, Fla.

Aug. - Dec. 2022

- Met with English Learners each week for a conversation hour.
- Spoke with English Learners about predetermined topics to improve English speaking skills.

NSM Today

Reporter

Orlando, Fla.

Aug. 2021 - Present

- Writes and edits news stories on issues and events relevant to the University of Central Florida.
- Meets weekly deadlines, pitches story ideas and works with editors.
- Captures photos with a DSLR camera.

McDonald's

Department Manager

Titusville, Fla.

Oct. 2018 - Present

- Works to ensure the crew has completed daily tasks and met targets.
 - Conducts interviews with applicants and hires employees.
 - Creates weekly schedules for employees.
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SKILLS

- Proficient in Blox CMS and Microsoft Office (Word, Excel, Access, and Powerpoint)
- Familiarity with AP Style
- Photography with a DSLR camera