

ELDOLINA KËPUTA

JOURNALIST AND CONTENT WRITER

CONTACT

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Tirana, Albania

SKILLS

- ✓ WordPress
- ✓ Writing and editing
- ✓ Niche Research
- ✓ Pitching
- ✓ Interviewing
- ✓ Fact checking
- ✓ Digital Marketing
- ✓ Social Media Management
- ✓ Search Engine Optimization
- ✓ Photography Editing

EDUCATION

University of Tirana

Bachelor's Degree in Journalism and Communications.

2013 - 2017

University of Tirana

Master of Science in Marketing with a Minor in Media Management.

2017 -2019

LANGUAGES

Albanian	Native
English	Bilingual Proficient
Italian	Bilingual Proficient
Spanish	Advanced
German	High Intermediate
Turkish	High Intermediate / Advanced
French	Low Intermediate

WORK EXPERIENCE

Content Writer

March 2022

TennisRacketBall website (Remote)

- Wrote relevant and engaging stories for the website as assigned and pitched.
- Generate media materials to support articles (e.g., sourced images, original photographs, graphic design, etc.)
- Niche research to pitch new articles weekly.

Story editor

October 2021- March 2022

Top Channel Albania

- Story editor for the Big Brother VIP Albania show.
- Worked closely with the writers and producers to oversee the screenwriting process.
- Pitched new ideas for the storylines.
- Edited drafts according to the show's guidelines.

Journalist

September 2020 - October 2021

Top Channel Albania

- Wrote pieces and news stories for online publication, coordinating videos and photographs to deliver the proper presentation.
- Pitched stories to editorial staff in content areas of news, politics, and entertainment.
- Monitored website and social media traffic.

Journalist

October 2019 - September 2020

Albanian National Broadcast of Radio and Television

- Worked with the reporting team to develop stories daily and in a 24/7 environment
- Pitched stories to the editorial staff for trending topics and created news series where applicable.
- Maintained a very high quality of outgoing news in both written and digital formats
- Assisted in managing social media accounts and the company website.

Contributing Writer

August 2019- September 2021

Shqipful apparel (Remote)

- Researched and wrote blog posts
- Assisted in managing social media accounts.

English Teacher

September 2017- September 2019

Elda Language Education Center

- Took part in the education process for 250 students on the beginner and intermediate levels.
- Planned English lessons and combined various teaching methods to provide grammar, reading, and writing exercises.

Internship

February 2016 - July 2016

Radio 7

- Assisted as a journalist in the radio morning program.
- Translated from different languages, and edited assigned editorials for the website.
- Assisted as a manager on the social media accounts.

Customer service agent

October 2014 - January 2016

Teleperformance Albania

- Assisted inbound calls from customers in both Italian and English for support issues on behalf of the Apple Company.
- Troubleshoot and resolved product use issues for the iPhone and iPad.