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EMILY SANTOS

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COMMUNICATIONS AND JOURNALISM

Responsible, passionate and highly professional. Well-regarded team player; proven record of excellent work performance and reliability both in groups and independently. Tactful response and efficient under tight timelines.

Core strengths/skills include:

- Adaptable
- Written & Oral Communication
- Detail Orientation
- Organization
- Creative Solutions
- Researching

WORK HISTORY

WRITER & WEB CONTENT EDITOR

2010-present

680News
Toronto, Ontario

A permanent contributor of hard news copy for Toronto's number one radio news station.

- Produces content for the 680News website using TED and Burli systems
- Responsible for editing and writing copy news stories for 680News
- Follow breaking news stories, keeping the most up-to-date story posted on the website
- Fact checking all details from breaking stories and news stories

GENERAL MANAGER/FOUNDER

Jan 2010-present

Your Media Pass (www.yourmediapass.com)
Ajax, Ontario

An online magazine (e-zine) focused on creative and popular music. The site aims to provide local coverage for Canadian artists but does not limit international content. YMP was officially launched in January - complete with social networking pages and a youtube channel.

- Responsible for producing content and special giveaway events
- Writes, edits, and serves a photographer for the site.
- Maintains long-lasting relationships with advertisers and music labels
- Hosts and produces the site's "Indie Hour" on Spazz Radio

HOST & VIDEOGRAPHER

2006-present

Rogers TV Durham Region
Oshawa, Ontario

Promoted quickly from student videographer to television host at Durham Region's local cable station.

- Assumed all duties as a videojournalist for *First Local News*: developed focused news stories,

covered local hard news and breaking news.

- Shot footage for a variety of news stories and weather segments
- Edited news stories using non-linear and linear editing systems.
- Met tight deadlines, scheduled daily interviews, wrote news voice-overs, and accurately

completed time queue sheets.

- Responsible for hosting a weekly call-in show, *Swap Shop*, with duties that include preparing show content with a producer, discussing various topics over the telephone with viewers and acting as a host at civic, charitable, and promotional events for Rogers TV.

FREELANCE WRITER

2008-present

Lucid Media, The Circumference.org, Digital Journal, Connect the Dot
Toronto, Ontario

- Responsible for monthly feature stories and reviewing music albums, covering Toronto

festivals, interviewing individuals in the entertainment industry, contributing to travel pieces and news articles.

EDITORIAL DEPARTMENT, WRITER/RESEARCHER (full-time internship)

2009

Post City Magazines
Toronto, Ontario

- Responsible for formulating monthly story ideas and conducting interviews with local businesses, advertisers, and feature story subjects
- Assumed duties as a fact checker and a researcher

OFFICE MANAGER, PHOTOGRAPHER

2008-present

SNAP Newspapers Inc.
Ajax/Pickering, Ontario

- Represent SNAP at events and interview politicians, coordinators and special guests
- Update more than 20 stories monthly for print and on the exposure site
- Responsible for producing over 200 high quality photos each month
- Deal with monthly invoices and client concerns

COMPANY PROMOTER, PHOTOGRAPHER

2008

Match Marketing
Mississauga, Ontario

Promote JM Schneider Foods through sale campaigns across Ontario using experimental sales techniques.

- Act as a three-dimensional billboard to serve as a new medium that can be customized to customer needs.
- Promote brand awareness, targeted trial, and purchase royalty
- Interact with customers on a personal and relevant level
- Shoot photographs with the use of green screen technology and synchronizing devices.

OTHER EXPERIENCE

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- **KITCHEN VOLUNTEER** **2004-2005**
Winbourne Nursing Home
Ajax, Ontario
 - **ELEMENTARY SCHOOL TUTOR** **2003-2004**
St. Catherine of Siena C.S

TECHNICAL SKILLS

Windows, Word, Outlook and Powerpoint, Web-design, HTML, Adobe Photoshop, Adobe Premiere, Quark, Finalcut Pro, Burli, Q-Series, Inscriber, i-Movie, InDesign and Illustrator

EDUCATION/AWARDS

BROADCAST JOURNALISM DIPLOMA (with honours)

Seneca College, 2008

Achievements:

- Jason Brunshaw Award- 2001
- Citizenship Award - 2002
- Class of 2002 Valedictorian
- Bob Hesketh Journalism Memorial Award (Scholarship from Seneca College) - March 2007
- Lou Lou Magazine's Best Fashion Photo – July 2008
- Ontario Service Award – April 2010