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## Content Producer Resume

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### Job Objective

Dedicated and hard-working Content Producer seeking position with organization that will allow me to utilize my skills to their fullest.

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### Summary of Qualifications:

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- Remarkable experience with the creation and management of content
  - Expertise in web services, syndication, databases and SEO
  - Deep knowledge of the Java Script, CSS, HTML
  - Proficient with XML and PHP
  - Operational knowledge of the various blogging software's
  - Ability to design basic flash animations
  - Ability to edit and use AP style in writing
  - Familiarity with social media sites and the associated tools
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### Work Experience:

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Content Producer, April 2008 – Till Date  
The Novo Group, Las Vegas, NV

- Assisted in the completion of other projects to contribute to the company's success.
- Maintained the various control and company policies while working on a project.
- Helped in the execution of email marketing techniques to be delivered to both B2B and the B2C platforms.
- Developed web pages and online content for the market by using the CMS and HTML.
- Coordinated with the product and marketing teams to incorporate their online needs to the web designs.
- Developed campaigns and pages that achieve the desired results.
- Developed and conceptualized the online content such as the graphic and copywriting content, diagrams.

Content Producer, January 2004 – March 2008  
Healthline, Las Vegas, NV

- Managed and added the content for the websites through the CMS.
  - Monitored the key modules and features on the pages.
  - Provided original pieces of writing for the headlines and blog postings, maintained the content by copy editing it when required.
  - Assisted the team members in planning and developing new content strategies to improve the working.
  - Managed the bloggers and blog content that is published on the web.
  - Helped in marketing of the content and the associated editorial packages.
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### Education:

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Bachelor's Degree in Creative Writing, Cabrini College, Radnor, PA

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