

---

## Historical Researcher Resume

---

### Job Objective

Seeking work as a Historical Researcher where my expertise can be utilized to their fullest potential to help company meet short and long-term goals.

---

### Highlights of Qualifications:

- Huge experience in performing research in historic sites and analyzing records of previous time
  - Exceptional knowledge of historical research methods
  - Huge knowledge of interpreting old maps and pictures
  - Ability to prepare city directories and materials
  - Ability to edit textbook and other written materials
  - Ability to perform interviews by various techniques
  - Proficient with Microsoft applications
- 

### Professional Experience:

#### Historical Researcher

Hawaii Research Institute, Elizabeth City, NC  
November 2007 – Present

- Managed research by coordinating with various clients.
- Organized data and analyzed requirement for research.
- Monitored and gathered various historical data from various sources and archives such as pamphlets and books.
- Performed historical research and reconstructed various materials and places on same.
- Assisted departments in publishing historical research.
- Maintained historical society publications and edited it.

#### Historical Researcher

The National Historical Commission, Elizabeth City, NC  
December 2003 – October 2007

- Managed all activities of historical societies and conducted various events to promote it.
  - Prepared various publications and evaluated it on a regular basis and ensured accuracy of data.
  - Assisted in performing research on a specific region and time.
  - Provided support to public programming and prepared manuscripts and research.
  - Maintained reference materials and translated materials as required.
  - Coordinated with departments, prepared biographies and analyzed information.
- 

### Education:

Bachelor's Degree in History  
Northeastern Illinois University, Chicago, IL

[Build your Resume Now](#)