
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
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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.
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Education:

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

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