

Cynthia Edwards

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My ultimate goal is to obtain a position, within a newsroom, where I can demonstrate the skills learned in the field of communications. If given the opportunity, I will put forth my best effort to complete tasks, duties and obligations that must be met. I believe that my personality allows me to adapt to various situations, which is necessary for such a versatile industry.

EDUCATION

Augusta State University-Augusta, GA Fall 2005 - Fall 2009
Bachelor of Arts: Communications Broadcasting/Cinema
Minor: Business Management/Administration
G.P.A- 3.0

INTERNSHIP

NBC Augusta 26 News Sept 2009 - Dec 2009

News Intern

- Maintained a relationship at local dispatch units through beat calls.
- Gained experience through shadowing reporters on a daily basis.
- Interviewed witnesses and shot footage of various stories.
- Posted AP and local stories on the web through Clickability.
- Wrote and edited stories for newscasts.
- Pitched captivating stories for evening and nightly newscasts.

EXPERIENCE

NBC Augusta 26 News

PA for *America's Got Talent*

- Managed timings of talent.
- Recorded video for talent.
- Ensured that all talent had everything they needed.
- Effectively communicated with audio and camera personnel.
- Assisted with audio and camera operation.

Fox 54

Jan 2009 – Dec 2009

Stream Team Staff Member

- Assisted with gathering shooting local events in the Augusta area.
- Shot and streamed live footage online.
- Reported live during events and performed hot edits.
- Assisted with high end equipment set-ups and break downs (took an equipment training course).

Morris Communications

May 2009 - Present

Billing and Pricing Specialist

- Create, edit and test prices for advertising in SAP.
- Set up and review daily billing to prevent billing errors.
- Create excel sheets for billing errors and declined payments.
- Authorize payments for advertising orders.

SKILLS

- Final Cut Pro--skilled, Premiere Pro--proficient, VT Proxy Editor--proficient, QSeries--proficient, Microsoft Office--skilled, Web postings, Social media savvy.