## writing résumé

## Education

- Bachelor of Science in Marketing from Quincy University (1988)
- Master of Arts in Communications from the University of Illinois-Springfield (2004) (emphasis on public relations and media)

## Writing Experience

Freelance Writer - Dan Naumovich - Copywriter/Journalist, 1988-Present

 Write copy for the media, ad agencies, businesses, and organizations. Experience includes copy for newsletters, brochures, advertisements, news releases, Web sites, articles, and other marketing materials.

Regular Contributor to State Journal-Register and Gatehouse Media Syndication, 2006-Present

- Research and interview assigned subjects.
- Write, edit, and proofread.
- Recommend stories.
- Wrote a general interest column that appears each month.
- Contributed feature articles to SO Magazine.

Regular Contributor to Architecture/Engineering/Environmental Publications, 2007-Present

- Research and write feature stories on the projects, people and technology on the cutting edge of the industry.
- Complete assignments for national and regional publications, interviewing subject matter experts from across the country.

Regular Contributor to *Illinois Dental News*, 2014-Present

Interview, research and write articles for a publication read by members of the Illinois Dental Society.

Social Media and Technology Writer, 2005-Present

- Regular content provider for a web and social media marketing consultant.
- Wrote a consumer tech column for SO Magazine.
- Use Facebook, Twitter and LinkedIn to network and promote services.

Marketing Coordinator in the Architecture/Engineering/Environmental Industry, 2004-Present

- Write and edit marketing and public relations materials including articles, brochures, proposals, Web
  content, direct mail pieces, and other collateral materials for a national engineering consulting firm.
- Proofread and edit technical reports, letters, and other written pieces produced throughout the firm.

Communications Specialist – Illinois Department of Revenue 2001-2004

 Assistant in the Office of Policy and Communication. Wrote news releases, promotional copy, reports, and correspondence. Coordinated public relations efforts with the media. Wrote and edited department newsletter.

www.naumo.com

Marketing Manager – Primo Designs, Inc. 1988-2001

• Wrote news releases, marketing materials, and business correspondence.