

Daniel Nozick

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Ben Yehuda 192, Apt #12, Tel Aviv, Israel

058-641-0690

Education

Virginia Polytechnic Institute & State University (Virginia Tech)
B.A. in English – Professional & Technical Writing

Graduated: May 2016

Skills & Proficiency

- AP, APA, MLA, Chicago styles
- Microsoft Office
- Adobe Creative Suite
- Social Media
- Constant Contact
- QuarkXPress
- Comprehensive editing
- Fact checking

Experience

Mid-Atlantic Media (Baltimore Jewish Times)

June 2016 – July 2017

Reporter

- Contact sources, perform research and conduct interviews to produce three to five news articles on a variety of subjects while meeting weekly deadlines.
- Educate and inform an audience on a variety of topics by relaying facts from firsthand sources in an understandable mode.
- Participate in weekly editorial meetings to propose new stories, discuss ongoing stories and review weekly statistics about our trending articles.
- Work independently and cooperate with editors, marketers and designers to ensure a high-quality publication catering to the Jewish population of Greater Baltimore.
- Coordinate daily with the managing editor to discuss progress on weekly interviews and revise articles.
- Copyedit, proofread and revise content on hard copy and in Quark.

Philologia Undergraduate Research Journal (Virginia Tech)

August 2014 – May 2016

Associate Editor & Published Researcher

- Collaborated with a peer group of editors to produce high-quality publications of undergraduate research in both a print journal and a digital magazine.
- Solicited, selected and edited research performed by students in the College of Liberal Arts and Human Sciences for submission to the undergraduate research journal.
- Published featured articles about undergraduate research being performed at Virginia Tech.
- Participated in weekly meetings of editors to review, edit and ensure consistency in the publication.
- Coordinated with authors to revise and rewrite articles.

Office of Enrollment & Degree Management (Virginia Tech)

August 2015 – May 2016

Marketing & Productions Intern

- Collaborated with alumni to write articles and testimonials about the master's degree programs.
- Composed, marketed and distributed media related to winter and summer sessions.
- Edited a publication produced by the office to advertise the diversity of Virginia Tech's student body.
- Wrote advertisements and blurbs for the office's website and social media.

Writing Center (Virginia Tech)

January 2015 – August 2015

Writing Coach

- Worked one-on-one with international students to further develop their written English skills.
- Advised students on reading and writing assignments by providing expertise in the revision process.
- Comprehensively edited the thesis of a master's candidate.

Pinnacle Settlement Services, Inc. (Rockville, MD)

May 2014 – August 2015

Law Firm Intern

- Developed exceptional clerical and administrative skills through assembling files for real estate settlements.