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Hard Skills

- Computer Skills
- Office, Adobe, Software
- Analytical Skills
- Attention to Detail
- Project Management
- Database Management

Soft Skills

- Time Management
- Decision making
- Communication
- Multi-tasking
- Customer Service
- Travel Planning

Education Background

- East Tennessee State University Master's of Art: Brand and Media Strategy Completed in 2019
- East Tennessee State University Bachelor's of Science: Psychology Completed in 2016

Chris McCoy

Former Newscast Director and Travel Professional

About Me

Detail-driven professional seeking a position in travel planning to utilize skills and potential for growth. With the experience of traveling through ten countries, seeking to use experience and passion to help others do the same. Sales-oriented and committed to working with a team and independently. Skilled at learning and applying new information and software. Able to demonstrate proper relationships, strong leadership, and time management. Strong and reliable communicator with exceptional customer service.

Professional Experience

WJHL, Nexstar Media Group, Inc. | Newscast Director 2020 - 2022

Key responsibilities:

- Directed live news broadcasts and breaking news
- Collaborated with news producers to coordinate broadcasts
- Operated studio and field cameras and audio for live events
- Provided training and direction to production staff
- Operated automation and graphic systems
- Experience in high-pressure, time-sensitive work environment

East Tennessee State University | Project Management Assistant

2017-2019

Key responsibilities:

- Constructed IT reports and online forms (annual report, budget, etc.)
- Oversaw campus-wide projects
- Assisted with faculty/staff IT issues/troubleshooting
- Installed and imaged computers for faculty/staff
- Developed new data management system to update outdated method that was being used, via Microsoft Access

Journey's | Assistant Manager 2015-2017

Key responsibilities:

- Opening and closing store duties
- Appropriate delegation and conflict resolution
- General managerial duties
- Regularly met and exceeded sales goals, while helping push staff to learn new methods of making sales

Additional

NewsForNomads.com

2022-Present

• Travel Blog / Social Content Creation