Sample Combination Resume
JobDoozy.org, The Employment Website for People with Disabilities

**John Smythe ● JohnSmythe@Example.com ● Cell: 555-555-5555**

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## PROFILE

- Dedicated newspaper managing editor with six years of experience hiring staff, training employees
- Proficient at directing budgets and financial operations
- Created guide to Associated Press Stylebook used in employee training
- Created layouts for news stories to make them attractive and easy to read
- Over a decade of experience with layout and design software including Adobe InDesign, Quark, Microsoft Publisher, and Photoshop

## EXPERIENCE

**Editor In Chief** **The Daily Planet** **2010 – Present**

- Oversee human resources department in hiring new staff
- Set newspaper's budget and direct financial operations
- Responsible for overall newspaper content decisions

**Managing Editor** **The Gotham Gazette** **2007 – 2010**

- Assign coverage beats and stories to reporters
- Work with reporters on finding coverage angles and creating ledes
- Edit and polish reporters' stories before printing

**Copy Editor** **The Daily Bugle** **2006 – 2007**

- Edit and polish reporters' stories before printing
- Write attention-grabbing headlines for reporters' stories
- Create layouts for stories to make them attractive and easy to read

## PROFESSIONAL ASSOCIATIONS

- Member of Gotham Editor's Association
- Member of National Editor's Society

## EDUCATION

- Master of Arts in Journalism – Hudson University **2005**
- Bachelor of Arts in Communication – Gotham State University **2001**