



CONTACT

PHONE:
407-408-0425

Twitter:
[@nicolejordan__](#)

LinkedIn:
<https://www.linkedin.com/in/nicole-robinson-454041171>

EMAIL:
njr0198@outlook.com

TECHNOLOGY SKILLS

Adobe Photoshop
Adobe InDesign
Adobe Audition
Adobe Lightroom
MS Office (Word, PowerPoint)
WordPress

KEY SKILLS

News Writing
Business Writing
Photojournalism
AP Style
American Sign Language (ASL) – beginner

CERTIFICATIONS

Mastering Selections in Photoshop CC
American Red Cross

- Lifeguard Instructor
- Water Safety Instructor
- CPR / First Aid

NICOLE ROBINSON

EDUCATION

University of Florida
Bachelor of Science in Telecommunication

- Specialization in News

Graduating - Spring 2020

SCHOOL EXPERIENCE

WUFT T.V. and Radio Reporting

- Researched stories and pitched ideas to News Director
- Scheduled interviews for stories
- Used Social Media to provide updates on breaking news, original content
- Produced VO/SOTS and Packages
- Produced news stories for the daily 5pm show, and hourly and daily radio news shows

Member of Zeta Tau Alpha Fraternity

- Participated in various philanthropy events
- Recruitment - Logistics Chair - responsible for spacing and timing during each round of recruitment (4 rounds)

WORK EXPERIENCE

City of Gainesville *Lifeguard Supervisor*

August 2017– Current

- Manage the daily operation of assigned pool. Perform on-site inspections to make sure all safety measures are in place and that all lifeguards are following proper procedures.
- Oversee the safety of swimmers; identify rough play or horseplay that may endanger others.
- Respond to the various concerns, issues, and situations that are relayed by the guests; provide the best possible answers and courses of action.
- Oversee monthly in-service lifeguard training program.
- Train new lifeguards.
- Conduct swimming lessons for all ages.

Wet 'n Wild Water Park, Orlando, FL *Lifeguard*

March 2015– August 2016

- Monitored safety and well-being of all guests at assigned attraction.
- Cautioned guests on unruly behavior.
- Assisted and rescued guests in danger of drowning or when injured.
- Provided excellent guest service.