

[FULL NAME]

Media & Communications Specialist

[Street Address], [City, State, Zip Code] | [Phone Number] | [Email Address] | [LinkedIn Profile URL or Portfolio Link]

Results-oriented Media and Communications Specialist with over 5 years of experience in content creation, public relations, and digital media management. Proven ability to craft compelling narratives, build strong relationships with media outlets, and execute strategic communication plans. Eager to leverage skills in storytelling and media outreach to contribute to a dynamic team.

EXPERIENCE

2019 – Present

Communications Specialist | Digital Horizons Media | Riyadh, SA

- Developed and executed content strategies for social media platforms, increasing audience engagement by 25% in the first year.
- Wrote and distributed press releases, articles, and company announcements, securing coverage in over 15 key publications.
- Managed media relations, serving as the primary point of contact for media inquiries and coordinating interviews for company spokespeople.

2017 – 2019

Junior Reporter | Riyadh News Agency | Riyadh, SA

- Researched, wrote, and fact-checked daily news articles on a variety of topics, consistently meeting tight deadlines.
- Conducted in-person and phone interviews with sources to gather accurate information for stories.
- Assisted senior reporters in investigative projects, contributing to comprehensive and well-researched reports.

EDUCATION

May 2018

Bachelor of Arts in Mass Communication | King Saud University | Riyadh, SA

Specialization: Journalism

SKILLS

- **Content Creation:** Journalism, Copywriting, Press Releases, Storytelling, Editing
- **Digital Media:** Social Media Management, Content Management Systems (CMS), SEO, Video Production

- **Media Relations:** Public Relations (PR), Media Outreach, Interviewing, Crisis Communication

- **Languages:** Arabic (Native) & English (Fluent)