

Bryana Cielo

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Highly motivated graduating senior with television and editorial experience. Aiming to apply my skill set in media production to contribute to a company's growth and success.

WORK EXPERIENCE:

- NBCUniversal, The Maury Show, Stamford, CT | Television Production Intern & Freelancer** August 2019- Present
- Assists Production Assistants to prepare for shows and manage the guest's schedule leading up to their taping
 - Collaborates with social media managers in creating content for social media platforms
 - Ensures that studio audience members are seated, acting appropriately, and understand all cues
 - Manages calls and emails, in addition to articulating stories from potential guests
- AXS TV, Wayne, NJ | Television Production Intern** May 2018-August 2018
- Assisted in setup for "Paul Shaffer Plus One" shoot at SiriusXM Studios
 - Logged interviews and concert footage, conducted research, and coordinated programming dates
- The Spectrum Newspaper, Sacred Heart University, Fairfield, CT | Editor in Chief** August 2019- Present
- Manages and oversees a team of over fifty staff members and the organization's budget
 - Delegates assignments to editors and writers weekly and manages deadlines
 - Responsible for all content on InDesign, website maintenance, and newspaper circulation
 - Responds to advertising inquiries, negotiates pricing, and manages ad placement online and print
- SwimSwam.com, Freelance Contributor** December 2014 - Present
- Writes lifestyle articles, editorials, and biographies, such as "Dear Swimming: The Best Thing that Ever Happened to Me"- shared by 55,000 readers
- HB Communications, North Haven, CT | Marketing Intern** June 2017-August 2017
- Wrote articles relevant to Information Technology industry, proofread case studies, and researched marketing strategies

EDUCATION:

Sacred Heart University, Fairfield, CT, GPA 3.73

Bachelor of Arts, **Communications Studies, concentration in Journalism**, expected May 2020

Bachelor of Arts, **Media Arts, concentration in Advertising & Public Relations**, expected May 2020

Captain/Member, Sacred Heart University Division I Women's Swimming and Diving Team

SKILLS:

Adobe Suite, Microsoft Office, Social Media Platforms, and proficient in multitasking, written, verbal, and organizational skills

ACTIVITIES:

Representative, Student Athlete Advisory Committee | September 2016-Present

Academic Enrichment Specialist, Sacred Heart University Athletics | January 2018 - Present

HONORS:

Alpha Delta Zeta Chapter of Lambda Pi Eta Communication Honor Society, March 2019 - Present

Recipient, Sacred Heart University Trustee Scholarship, September 2016- Present

Recipient, Sacred Heart University Athletic Scholarship, September 2016- Present

Dean's List, Northeast Conference Academic Honor Roll