

Dave Bartkowiak Jr.

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Writer | Editor | Researcher | Content Specialist | Information Architect | Website Administrator

Profile

- **Digital content specialist** with strong research, writing, editing, and communication skills
- **Experienced project manager** and **audience engagement specialist** for websites, apps and social media
- **Creative multitasker** with experience in fast-paced environments with tight deadlines
- Reliable, punctual and **deadline-oriented coworker** who always puts the team first

Relevant Areas of Proficiency

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|------------------------------|-----------------------|---------------------------|
| ▪ User Research | ▪ Audience Engagement | ▪ HTML and CSS |
| ▪ Writing/Editing | ▪ SEO | ▪ Copy Editing/AP Style |
| ▪ Content Strategy | ▪ Promotional Writing | ▪ Social Media Management |
| ▪ Marketing/Brand Management | ▪ Web/Print Design | ▪ Email Newsletter Design |

Professional Experience

Digital Managing Editor , WDIV/Local 4 ClickOnDetroit.com	<i>Detroit, Mich., April 2016-Present</i>
Web Producer , WDIV/Local 4 ClickOnDetroit.com	<i>Detroit, Mich., Nov. 2010-April 2016</i>
SEO Specialist/Web Designer , 411 Web/MyCity.com	<i>Los Angeles, Calif., Sept. 2009-Oct. 2010</i>
Marketing and Communications Intern , Two Men and a Truck	<i>Lansing, Mich., Feb. 2009-July 2009</i>
Copy Editor/Page Designer , Grand Rapids Press	<i>Grand Rapids, Mich., May 2008-Sept. 2008</i>
Design Editor, Copy Editor , State News	<i>East Lansing, Mich., May 2007-Feb. 2009</i>

Education

Master of Science — Information Architecture, UX Design	<i>2015-2017</i>
Kent State University	<i>Kent, Ohio</i>
Bachelor of Arts — Journalism	<i>2005-2009</i>
Michigan State University	<i>East Lansing, Mich.</i>