

nmhorvath

nmhorvat@syr.edu | 914 - 960 - 2913

experience

Social Media Coordinator
BAKED Magazine, Syracuse, NY
September 2012 - Present

- Drafted copy for the magazine's social media platforms daily
- Uploaded articles to the magazine's blog weekly
- Distributed responsibilities to other team members

Public Relations and Social Media Intern
Hospital for Special Surgery, New York, NY
May - August 2013

- Compiled weekly and quarterly social media analytics reports
- Drafted copy for all social media channels daily
- Attended conferences and created corresponding blog entries
- Worked hospital PR events: visiting athletes, video shoots, doctor to patient Facebook chats
- Participated in weekly department meetings

Social Media Intern
"Sense the Wind" Documentary
December 2012

- Created and managed the film's social media platforms daily
- Formatted the film's projected budget
- Engaged sponsors through bi-weekly email updates

Circulation and Interlibrary Loan Assistant
Bird Library, Syracuse, NY
August 2013-Present

- Pulled and processed materials to be sent externally
- Assisted senior staff members with daily circulation tasks

Circulation Staff
Croton Free Library, Croton on Hudson, NY
June 2012-August 2013

- Assisted patrons in finding library materials
- Pulled and processed materials to be sent externally
- Answered the phone and made daily calls to patrons to inform them of outstanding materials

honors & activities

Dean's List

All Semesters

S.I. Newhouse School of Public Communication
College of Arts & Sciences

Public Relations Student Society of America
William P. Ehling Chapter
Active Member

Delta Delta Delta Fraternity
Omicron Chapter
Active Member

skills

Social Media

Twitter, Facebook, Youtube, Foursquare, Tumblr, Wordpress, Stumbleupon, Pinterest, Vine, Instagram

Microsoft Office Suite

Adobe programs

Photoshop, InDesign, Illustrator

Final Cut Pro

education

Syracuse University

B.A. Public Relations/International Relations
History Minor

CUNY Fashion Institute of Technology
Fall 2011