**Timothy Warren**

**PERSONAL DETAILS**

**Address:** 10 Elm Way, Jerrabomberra, NSW 2619

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**Email:** [timwarren.98@gmail.com](mailto:timwarren.98@gmail.com)

**Portfolio Website:** <https://timwarren98.wixsite.com/portfolio>

**License:** NSW C Class **Transport:** Own

**Working with Children Check:** WWC2084525E **Expiry:** 11/02/2025

**PERSONAL SUMMARY\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

A writer and content producer who has the knowledge and passion to work in the communication, media, and customer service industry. In the early stages of his career, Tim has gained plenty of work experience by completing paid roles and internships at various media and communication agencies, all the while working alongside and learning firsthand from industry experts, thus advancing his professional understanding.

**EDUCATION AND QUALIFICATIONS**

**2017 – 2019: Bachelor of Communication and Media Degree**

University of Canberra

GPA of 5.143

**2011 – 2016: ACT Secondary School Certificate**

St Mary MacKillop College, Canberra

ATAR of 79.70

**CAREER HISTORY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***March 2020 – Present:* Sportscast Australia**

Paid camera operator role with Sportscast Australia, livestreaming sporting events on websites and various social media platforms. Responsibilities:

* Filming live sporting events, including AFL, Soccer, Basketball and Baseball
* Setting up and de-rigging camera equipment
* Tagging timestamps in game allowing for editing of highlight packages
* Uploading all recorded clips to online portals where they can be viewed by clients

***November 2018 – February 2020*: Baseball Australia**

Internship with the Australian Baseball League. Responsibilities:

* Creating social media content on Twitter, Instagram, and Facebook on matchdays
* Producing match reports and statistics to be published on the ABL website
* Post-match interviews with players and coaches

***November 2019 – January 2020***: **NEP Australia**

Paid role with NEP Broadcast Services working on T20 international Cricket match between Australia and Pakistan at Manuka Oval. Responsibilities:

* Moving and setting up/derigging camera equipment
* Learning intricacies of advanced film/media production
* Working with Fox Sports Australia personnel

***March 2019 – September 2019:* Capital Football**

Internship at Capital Football. See articles on my portfolio website.Responsibilities:

* Writing match reports for publication on the Capital Football website
* Interviewing players and coaches for feature articles
* Producing social media content for various online channels
* Live-blogging major events (FFA Cup matches, Grand Finals)
* Match day operation roles such as commentary, photography, and media production

***July 2019 – December 2019:* ABC Radio Canberra**

Internship with ABC Radio Canberra. Listen on my portfolio website.Responsibilities:

* Pitch Story ideas
* Research sports news and prepare notes prior to Monday morning segment
* Present weekend sports wrap live in studio covering a wide array of topics
* Interview talent and have discussions with host
* Work with and learn from experienced ABC radio journalists and producers

***September 2019 – October 2019:* The Canberra Times**

Internship with The Canberra Times. See articles on my portfolio website. Responsibilities:

* Pitch story ideas and produce sport related articles to go on Canberra Times website
* Attend press conferences and phone interview talent. Transcribe audio
* Produce content to a high standard and to deadline
* Research background information and contact relevant sources
* Work with and learn from experienced sports journalism team

***December 2015 – Present:* Early Settler Canberra**

* Very experienced in customer service and problem resolution
* Longest-serving staff member of the store. Help train new and existing employees
* Responsible for daily banking, sales and dealing with customer enquiries
* Over $750,000 worth of sales to my name. Senior member of warehouse operations
* Involved in production of Channel 7’s ‘House Rules’ program

**SKILLS AND FEATURES**

* Excellent communication skills, both oral and written
* Confident in customer service, resolving issues and speaking to clients on the phone
* Great understanding of data and statistics and how to apply them effectively
* Thorough understanding of computer technology; Microsoft Office suite & CMS programs
* Advanced knowledge in film and sounding editing programs, e.g. AVID, Premiere Pro
* Well trained at using digital High-Definition cameras
* Through understanding of social media and marketing techniques
* Good leadership skills; enjoy collaborating with people in team environments
* Organised and time punctual. Dedicated and enthusiastic towards completing set tasks

**AWARDS AND CERTIFICATES\_\_\_\_\_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2019:** Bachelor of Communication and Media Degree

**2019:** EASM Certificate (Grade: 100%)

**2016:** Year 12 Certificate

**2014:** Year 10 Certificate

**2014, 2015, 2016:** Certificate of Outstanding Application to Studies

**2014, 2015, 2016:** Certificate of Academic Excellence

**REFERENCES**

**David Penrose**

Media Manager at Baseball Australia

**Phone (m):** 0433 920 050

**Email:** [david.penrose@baseball.org.au](mailto:david.penrose@baseball.org.au)

**David Jordan**

Ex-Media Manager at Capital Football - (Now Media Manager at the Central Coast Mariners)

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**Email:** [djordan@ccmariners.com.au](mailto:djordan@ccmariners.com.au)

**Alfred Fripp**

Ex-Store Manager at Early Settler Canberra

**Phone (m):** 0422 508 509

**Simon Brady**

Lecturer/Tutor at the University of Canberra

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