Ben Cooper

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Objective:

 Seeking a position as a Manchester CLC Leader with the Student Conservation Association.

Education:

 Boston University College of Communication Received May, 2012

 Bachelor of Science in Journalism

 Minor in International Relations

Related Experience:

**Arbella Insurance** Quincy, MA, October 2013 – Present

Commercial Lines Operations Associate;

* Manage office tasks, including policy assembly & mailing, filing, and updating database.

**Courageous Sailing Center** Boston, MA, May 2013 – Present

 *Front Office Manager, Jamaica Pond site;*

* Manage day-to-day boathouse customer service queries, including rentals, sailing lessons and general interest of the pond.
* Maintaining an accurate and up-to-date database of our customers, including waivers, insurance and permissions for youth programming, etc.

 **Freelance Copywriter & Photographer;** Boston, MA, May 2012 – Present

*Self employed freelance copywriter & photographer*;

* Clients include Permit Pullers, Outlook Business India, and Friend Street Hostel.
* Copywriting work including homepages, landing pages & newsletters.
* Photography work including business portraits, magazine portraits, sports & landscapes.

**GlobalPost**; Boston, MA, January 2012 – June 2012

*Journalism intern, copy-editor;*

* Edited blog posts, dispatches and breaking news pieces from GP’s correspondents in Africa.
* Implemented successful SEO, utilizing photo content from Getty Images.
* Researched, wrote & edited articles for the Africa desk independently and with a team.

**Boston University Photolab;** Boston, MA, August 2011 – June 2012

*Lab technician*;

* Helped students print digital photographs using Epson printers.
* Handled students’ inquiries regarding photographic and technical concern in person and over phone.

Skills:

Relevant courses taken: Financial Reporting, Reporting Military Affairs, International Reporting, Micro & Macroeconomics, Modern Photojournalism.

Computer: Apple & PC, FinalCut Pro, Adobe Design & Editing Suite, Microsoft Office Suite, Aperture.

Photography: Proficiency shooting Canon, Nikon & Olympus; editing & printing on Epson printers.

Social media: Experienced network & Social Media presence creator, SEO and reading analytics; establishing social media networks through Facebook, Twitter, Tumblr, & Wordpress..

Honors:

Eagle Scout, 2007.

IMPAC Award Winner for Prose for short story “The Underdog,” later published in Connecticut Review, 2008.

Captain of Cross Country, 2008

Team winner for Boston University College of General Studies Capstone Project concerning global warming and a congressional response to the issue focusing on H.R. 2454, 2011.