Nicholas Moore



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Experience



Web Communication/Creative Services Manager

University of South Carolina College of Social Work

May 2023 - Present (1 month)

This position is to serve as the Web Communications/Creative Services Manager for the College of Social Work. Under general supervision, this position is responsible for producing video, audio, digital and print media; communications and creative services; videography; photography; web services.

🔼 Site Manager/Media Resources Specialist II

University of South Carolina

Jun 2022 - Present (1 year)

- -Web editor for the College of Social Work. Creates image galleries, call outs as web content, news articles and a profile page.
- -Upload images, Image gallery call outs, update dynamic news list, faculty/staff profile page, and General page edits.
- Create new pages and optimizes the DCI (digital Certainty Index) to inhance accessibility, usability, and credibility
- -Optimized the SEO and Quality Assurance by using the web tool Siteimprove

Apple Campus Representative

University of South Carolina

Aug 2021 - Jun 2022 (11 months)

- •Learned how to use the system for sales and inventory- Netsuite.
- •Created a system for taking inventory that reduced the amount of time it took from 2 hours down to 1 consistently.
- •Created music playlist and found video to play in the store to create the atmosphere of the store.
- •Optimized the orders excel sheet to make it easier to follow and read.

🦍 Intramural sports

University of South Carolina

Dec 2020 - Jun 2022 (1 year 7 months)

- •Was a part of the Leader-in-training program; learned how to do the job and how to be a leader.
- Adult first aid training certificate with Red Cross
- •Officiated Football, Basketball, Soccer, Ultimate Frisbee, Cornhole, Volleyball, Sand Volleyball, Spikeball, and Dodgeball.
- •Was trained in OU Campus to be able to edit the sports programs page.
- •Worked club events with over 100 people to manage both players and fans.

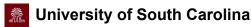
Stagehand

Colonial Life Arena

Sep 2019 - Sep 2020 (1 year 1 month)

- •Worked with the crew and production team to put the sets together/ break them down.
- •Offloaded set equipment from the trucks.
- •Worked with lighting crew, stage crew, and backstage crew within one shift and had to multitask most times.

Education



Bachelor of Science - BS, Retail Management 2018 - 2022

Licenses & Certifications

- Adult First Aid/CPR/AED American Red Cross Training Services Issued Jan 2021 - Expires Jan 2023 00HCTL3
- G Business communication Google Digital Garage
- **The Fundamentals of Digital Marketing** Google Digital Garage SHA FMU CPY
- Inbound HubSpot Academy Issued Sep 2021 - Expires Oct 2023 c140df5de4ae459aaec69c5c48a7c559
- Perventing harassment and discrimination: Non-supervisiors with title IX/Clery Module EVERFI
- disney's approach to quality service International Accreditors for Continuing Education & Training (IACET)

 21-2PEPR
- Landscape Photography Equipment Basics, Focusing and Filters Alison 3982-17105812
- Customer Services Alison 3036-17105812
- Social Media Strategy for Small Businesses Alison

How to Create Your First Website - Alison

241-17105812

Self-Portraiture and Street Style Photoshoot - Alison

3875-17105812

Material Section (USC) - Keyhole

Skills

Graphic Design • Web Design • Search Engine Optimization (SEO) • Adobe Creative Suite • Adobe InDesign • Adobe Photoshop • Social Media • Automated External Defibrillator (AED) • Inventory Management

Honors & Awards



Keyhole Social Listening Certification (USC) - USC Keyhole affiliate

Dec 2019

Know how to build a social listening strategy.

Know how to become a Twitter, Instagram, Facebook and YouTube marketing expert for any brand.

Understand what role social listening plays in Social Media Marketing and business as a whole.