

Steven Smith

(123) 456-7890 • Denver, CO 12345 • email@example.com • Portfolio

Podcast editor with three years of experience fine-tuning narrative and interview audio. Proficient in Audition, Descript, and remote collaboration. Known for enhancing listener retention through tight pacing and sound design.

Professional Experience

PODCAST EDITOR | TRUESTORIES NETWORK, DENVER, CO
JANUARY 2020 – PRESENT

- Edit 15+ weekly episodes, achieving 90% listener retention
- Add music beds and sound effects to enhance storytelling
- Coordinate remote recording sessions and post-production schedules

AUDIO TECHNICIAN | RADIOWAVE STUDIOS, DENVER, CO
JUNE 2018 – DECEMBER 2019

- Assisted with live show audio mixing and recording
- Prepared clips for promotional social media content

Education

Certificate in Podcast Production | University of Denver
Denver, CO | May 2018

Key Skills

- Audition
- Sound design
- Pacing
- Descript
- Remote recording