

# NICOLE SGROI

Sayville, New York 11782

(631) 559-7844

[nasgroi@yahoo.com](mailto:nasgroi@yahoo.com)

[www.nicolesgroi.com](http://www.nicolesgroi.com)

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## Education

### **Suffolk County Community College, Selden, NY**

**August 2015-May 2017**

Associates Degree in Journalism and Communications Media-Arts

Cumulative GPA: 3.8

Honors: Deans List for all four semesters

### **University at Albany, State University of New York**

**August 2017-May 2019**

Bachelor of Arts

Major: Journalism

Minor: Communications

Cumulative GPA: 3.7

Honors: Deans List of Distinguished Students

## Work

### **Sayville Public Schools**

**April 2023-Present**

#### **Photographer**

- Responsible for photographing and capturing Sayville School District events for social use
- Assist the Public Relations Liaison and interact with the community

### **Digiday Media**

**January 2022-Present**

#### **Awards Coordinator**

- Responsible for handling the judging process from start to finish for 14 different awards programs
- Communicate heavily with jurors/entrants, building relationships and providing prompt answers to emails
- Operate the CMS platform (create shortlist/winners announcement posts, update dates/deadlines on awards homepage, etc.)
- Work in a highly organized manner, keeping track of strict deadlines and being able to handle several projects at a time

### **OCA**

**September 2020-December 2021**

#### **Junior Marketing Associate**

- Responsible for proofreading/editing any content of the sales team before being distributed to the whole company and clients
- Created graphics, PowerPoint presentations, website/LinkedIn content
- Responsible for formatting documents and branding OCA in a creative/unique way
- Quickly became familiar with the insurance field with no prior insurance experience

### **Stony Brook University – Communications and Marketing Office**

**November 2019-March 2020**

#### **Media Relations Specialist**

- Responsible for assembling the ITK Newsflash, the university's weekly newsletter for faculty/staff
- Wrote press releases/news briefs and successfully pitched stories to media outlets
- Strengthened my social and communications skills by reaching out to students and news outlets to organize interviews
- Responsible for showcasing the achievements of Stony Brook University and living up to the university's highly respected reputation

### **Albany County Executive's Office**

**January 2019-May 2019**

#### **Internship**

- Work for County Executive, Daniel P. McCoy, and the County of Albany
- Wrote media advisories, talking points, and proclamations for the Executive
- Attended press conferences involving the Executive's initiatives and became more familiar with Albany County
- Strengthened my social, communications, and writing skills in a professional environment

### **The Long Island Advance, Patchogue, NY**

**June 2016-Present**

#### **Freelance Reporter/Photographer**

- Manage and write several news and feature stories per week
- Strengthening communications, social, and writing skills by interviewing subjects and compiling and editing stories
- Create photos and captions for stories I cover

### **Great South Bay Magazine, Sayville, NY**

**July 2019-March 2020**

#### **Freelance Reporter/Photographer**

- Wrote feature stories for each issue
- Photographed events and created captions for events I covered
- Handle the social media platforms of the magazine and created new content each week (Facebook, Twitter, Instagram)

## Related Experience/Skills

*Shadowed at NBC Studios for "MSNBC Live with Tamron Hall" and CNN for "New Day with Chris Cuomo and Alisyn Camerota"*

**Summer 2013/Summer 2018**

*Panel Participant with ABC News Political Director, Rick Klein*

**September 2016**

- One of nine students invited to participate in a discussion with Rick Klein
- Represented the Journalism program at Suffolk County Community College

*Proficient in Microsoft Excel, Word, Power Point, WordPress, Wix*