



# Marcus F. Atkins

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☎ 314-243-9728

📍 St. Louis, Mo. 63108

📄 [Online Digital Resume](#)

## ***Professional Summary***

Forward-thinking Senior Manager adept at managing employees with direct reports to accomplish challenging objectives. Imparts clear vision to guide cohesive, high-performing teams. Equipped with strong academic background and extensive recognition for overall performance excellence.

## ***Accomplishments***

Formed the theatre organization Fringers Alliance under The Hollywood Fringe Festival in Los Angeles, Calif. in 2018.

Received a Regional Emmy Award nomination for my work in 2005 working as a freelance journalist at Clear Channel Communications in St Louis, Mo.

Received various student leadership awards as a student at Southern Illinois University at Edwardsville from 1998 to 2005

Formed a writing literary and writing organization Black Literary Guild while a student at Southern Illinois University at Edwardsville from 1993 to 1995.

## ***Skills***

- SPECIAL SKILLS:
- Type 40 wpm; efficient with editing
- Data-Driven Decision-Making
- Cross-Functional Team Leadership
- Troubleshooting and Problem Resolution
- Scheduling and Coordinating
- Managing Employee Relations

## ***Work History***

## **Metro East Park District - Senior Manager at Malcom Martin Memorial Park**

East St Louis , IL

04/2006 - Current

- Evaluated hiring, firing and promotions requests.
- Managed large-scale projects and introduced new systems, tools, and processes to achieve challenging objectives.
- Determined priorities and set policies for Malcolm Martin Memorial Park.
- Supervised and directed employees and reported to the directors to keep projects on-track and tasks prioritized.

## **Self Employed Web - Web-blog Editor and Writer**

Saint Louis, MO

01/2005 - Current

- Researched creative topics to write, edit and create layouts for new articles and features.
- Posted regularly on blog and other social media outlets to increase retention, acquisition rates and levels of engagement with blog.
- Maintained aesthetics of blog through images and troubleshooting issues.

## **West End Word - Freelance Content Writer**

St Louis , MO

05/2005 - 12/2019

- Strengthened content by thoroughly editing and proofreading content prior to submission.
- Proofread and edited posts to prepare for publication.
- Conducted extensive internet research to provide facts and statistics for articles and blogs.
- Used Microsoft Word to store and share created documents.
- Created concise, eye-catching headlines and copy.

## **St. Louis American - Copy Editor and Features Writer**

St. Louis, MO

03/2001 - 11/2003

- Wrote, edited and produced stories for Internet and digital channels.
- Wrote pieces and news stories for publication.
- Performed research and checked facts to maintain high standard of journalistic integrity.
- Pursued and developed stories independently and for assignment, covering range of topics.
- Followed through on beat sources, contacts and leads to gather information for stories.

## ***Education***

SIUE

06/1995

**Southern Illinois University Edwardsville**

Edwardsville, IL

Master of Science: Mass Communications

06/1993

**SIUE**

Edwardsville, IL

Bachelor's of Science: Mass Communications

## ***Additional Information***

- AWARDS/HONORS , 2014 Customer Service Honors, Artsmarketing 2011 Blog of the Year, Hot List Awards 2007 Who's Who in Black St. Louis 2005 Regional Emmy Award Honoree for Program Segment/Performance Art 2003 Illinois Regional Award in Journalism 2001 Missouri Press Association Award 1995 Student of the Year, SIU-Edwardsville

## ***Affiliations***

Missouri Press Association

State of Illinois Department of Financial and Professional Regulation

Hollywood Fringe Festival

## ***Website, Portfolio, Profiles***

- <https://www.linkedin.com/in/maatology/>

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## ***Certifications***

Certified Member of State of Illinois  
Department of Financial and Professional  
Regulation

