

# Andrew K. Domino

cell (269) 352-1764

andrew@dominowriting.com

www.dominowriting.com

I have worked with professionals in the financial services and communications industries to coordinate relationships between themselves, their existing clients, and the general public (who can become new clients). My most recent work includes:

## Hastings Mutual

*Marketing Content Writer*

Apr. 2018 to present

- Write, edit, and design internal and external-facing promotional materials, including information bulletins, video scripts, and time-sensitive alerts
- Developed and maintain company-wide content calendar for multiple social media and print channels

## Domino Writing

*Freelance Writer*

Feb. 2007 to present

- Publications include:
  - Encore
  - Greater Lansing Business Monthly
  - Stulberg International String Competition
  - Women's Lifestyle of Greater Kalamazoo

## Answer United

*Agent*

Mar. 2017 to Apr. 2018

- Assisted in rewriting and editing employee training handbook, reducing redundant and unclear content by 10 to 20 percent
- Consistently surpassed performance standards for response time, accuracy and client interaction

## EXITS, LLC

*Blogger and Marketing Specialist*

Oct. 2015 to Feb. 2017

- Planned six public seminars, including scheduling and preparation of seminar site, marketing materials and post-presentation response – seminar topics include business succession, small business management and retirement planning
- Wrote twice-weekly blog on exit planning and financial topics

## Goforth Group

*Communications Specialist*

June 2014 to Feb. 2017  
Aug. 2011 to Apr. 2013

- Designed and developed web sites for companies focused on multiple types of real estate development, including weekly maintenance and regular updates of new page information
- Regularly interacted with business owner and staff to produce content for projects that changed daily

## New York Life

*Registered Investment Associate*

July 2014 to Feb. 2017

- Developed and distributed online and physical presentation to attract \$50,000,000 investment portfolio
- Prepared marketing material for client-facing presentations, including initial and follow-up contact with individual clients for customized results
- Also prior positions in newspaper and TV broadcast news, financial services

B.A. English, Western Michigan University

Japanese language: novice level  
(speaking and writing)

Wrote grants that awarded \$5,000 to non-profit animal rescue organization, \$500 to high school arts program