Joshua D. Smith

Experience

2022 - Current
City of Black Hawk
Black Hawk, CO

Police Officer II

Provide law enforcement services, including patrolling streets and public areas; responding to calls for assistance; providing assistance to the public; performing public relations duties; intervening in disputes; performing activities associated with investigations and crime prevention; protecting and preserving crime scenes; conducting preliminary investigations; collecting physical evidence; making arrests; issuing citations; interviewing and/or counseling involved parties; preparing documentation of activities performed and information gathered; completing detailed police reports; following up on cases; assisting with filing cases; transporting prisoners to detention facilities; testifying in court; interacting with other jurisdictions, law enforcement agencies and courts of law; researching and completing special projects; and performing other duties as assigned.

2012 - 2021
Wells Fargo
Santa Rosa Beach, FL

Branch Manager

As a leader of the branch team and as one of the many faces of Wells Fargo, I served in the community by actively participating in community events, committees, and business groups. I fostered a positive work environment where team members were encouraged, motivated and developed to achieve their maximum potential by leveraging coaching and performance management tools and processes. I was responsible for the operational success of the branch.

2012 - 2020
Pyramid Motors
Fountain, CO

Sales & Marketing Coordinator

Spearheading a yearly marketing and communication plan that was built from the ground up, including branding, two websites and social media platforms. Performed digital, social media, B2B, and B2C marketing. Wrote and prepared proposals and media publications. Utilize Microsoft, CAD, ADOBE, Google, Photoshop, social media and reputation management platforms/software. Present analytics to the marketing leadership team.

Accomplishments:

- Develop two company websites including creating and maintaining online reputation
- Successful Social Media Strategy through analytics and management
- Create successful brand by implementing communication and marketing strategies

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2015
Greater Pueblo Chamber of Commerce
Pueblo, CO

Marketing Coordinator

Collaborated with the Communications Coordinator to re-brand the chambers image including, website, social media, logo design and collateral. Created a marketing project called "Lets Get Social" to encourage members of the chamber to set up social media accounts and to help update the membership database to encourage digital and social media outreach instead of mailers.

Accomplishments:

- Social Media an Project Development and implementation

Education:

Bachelor of Science
Conferred 2015

Mass Communications, Marketing, Non-Profit Administration
Colorado State University - Pueblo - Pueblo, CO

Marketing | Communications | Social Media | Publicity | Public Relations | Integrated Communications | Adobe | Microsoft Suite | Google Suite | Computer Aided Drafting | Facebook | Twitter | LinkedIn | Instagram | Photoshop | SharePoin

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