

ROBERT SARWARK

2016

509 S. RACE ST.
URBANA, IL 61801
(773) 951-7175

RMSARWARK@GMAIL.COM

WWW.ROBERTSARWARK.COM

EDUCATION

UNIVERSITY OF ILLINOIS
URBANA, IL
M.S. LIBRARY AND
INFORMATION SCIENCE,
CERT. IN SPECIAL COLLECTIONS
2016

BROWN UNIVERSITY
PROVIDENCE, RI
M.A. PORTUGUESE AND
BRAZILIAN STUDIES
2013

UNIVERSITY OF WISCONSIN
MADISON, WI
B.A. ENGLISH,
CREATIVE WRITING TRACK
2006

ABOUT ME

CREATIVE AND INFORMATION
PROFESSIONAL, SERVED IN
THE U.S. PEACE CORPS
IN CAPE VERDE FROM
2008–2010.

PROFESSIONAL EXPERIENCE

THE CAREER CENTER, UNIVERSITY OF ILLINOIS

PEACE CORPS RECRUITER CHAMPAIGN, IL (2015–PRESENT)

- PROVIDES INFORMATION AND RESOURCES TO LOCAL STUDENTS AND COMMUNITY MEMBERS INTERESTED IN BECOMING PEACE CORPS VOLUNTEERS
- MANAGES FACEBOOK PRESENCE AND PRODUCES DAILY ORIGINAL CONTENT
- MEETS OR EXCEEDS ALL RECRUITMENT QUOTAS INCLUDING MONTHLY APPLICANT TALLIES (50/YEAR) AND LEADS GENERATED (300/YEAR)

INTERNATIONAL AND AREA STUDIES LIBRARY, UNIVERSITY OF ILLINOIS

GRADUATE ASSISTANT URBANA, IL (2014–PRESENT)

- PROVIDES REFERENCE SERVICES TO PATRONS
- COMPILES AND PRODUCES LIBRARY RESOURCE GUIDES FOR SPECIFIC COURSES AND GENERAL REFERENCE
- INSTRUCTS INTERNATIONAL/ESL STUDENTS IN LIBRARY METHODS AND RESOURCES
- COMPOSES (MONTHLY) & EDITS (WEEKLY) RESEARCHED BLOG POSTINGS ON INTERNATIONAL AND AREA STUDIES TOPICS AND RELATED READERS' ADVISORIES

ILLINOIS DEPARTMENT OF PUBLIC HEALTH

RESEARCH ASSISTANT CHAMPAIGN, IL (2014–2015)

- ASSISTED IAN BROOKS, PHD IN STRATEGIC PLANNING FOR PUBLIC HEALTH COMMUNICATIONS INITIATIVES
- PRODUCED PROOF-OF-CONCEPT MARKETING AND COMMUNICATIONS CONTENT (AUDIO-VISUAL PRESENTATIONS, POSTERS, WEB DESIGN)

AITA CAPE VERDE

CO-FOUNDER PROVIDENCE, RI (2012–2014)

- COMPOSED COPY FOR BOUTIQUE TRAVEL CONSULTANCY SPECIALIZING IN TRAVEL TO AND AMONG THE CAPE VERDE ISLANDS
- CONSULTED OVER 60 CLIENTS IN TRAVEL AND CULTURAL MATTERS
- DEVELOPED AND INTEGRATED WEBSITE DESIGN AND SOCIAL MEDIA CHANNELS (FACEBOOK, LINKEDIN, INSTAGRAM, AND TWITTER)

TECH SKILLS

MS OFFICE SUITE
WORD, EXCEL,
POWERPOINT, & OUTLOOK

ADOBE CC
PHOTOSHOP, ADOBE ACROBAT, &
INDESIGN

DIGITAL PRESERVATION
OXYGEN XML EDITOR
BITCURATOR
DRUPAL
DUBLIN CORE

INSTRUCTION
BLACKBOARD COLLABORATE
CAMTASIA STUDIO

SOCIAL MEDIA
TWITTER
FACEBOOK
LINKEDIN
INSTAGRAM

LANGUAGES

ENGLISH
NATIVE

PORTUGUESE
FLUENT

CAPE VERDEAN CREOLE
FLUENT

SPANISH
PROFICIENT

FRENCH
BEGINNER

REFERENCES AVAILABLE UPON REQUEST