**George Lawrence**
1234, East 73 Street
Charlie, MA 01741
Cell: 123-456-7890
Email: george.lawrence@example.com

**Career Profile:**
Creative, skilled and accomplished Content Writer with diverse knowledge of writing contents for various websites. Seeking a position as a Senior Content Writer in a software company where my skills and proficiency will be utilized.

**Professional strengths:**

* Possess three years of progressive experience as a web content writer
* Ability to generate content in a clear and precise manner
* Exceptional written and verbal communication skills
* Extensive knowledge of Google key word research tools
* Ability to write content according to international & domestic clients requirements
* Possess excellent organizational and management skills
* Excellent knowledge of grammar and use of punctuation marks
* In-depth knowledge of on-line research with excellent analytical skills
* Ability to write in a variety of styles and formats for multiple audiences
* In-depth knowledge of writing resumes and cover letters
* Target oriented and ability to perform tasks within limited period of time

**Technical Skills:**

* Familiar with tools like Microsoft Office , Access, Excel, Outlook, PowerPoint and Word
* Extensive knowledge of Word help, Dreamweaver, PhotoShop, Abode Framemaker and Robohelp

**Professional Experience:**

**ABC Solutions Inc, Houston**
20XX till date
Content Writer

* Assigned the tasks of writing original content for different sites like wedding cakes, alternative treatments and gift ideas
* Responsible for developing content for Internet media communications
* Handled the task of writing unique titles and descriptions for various web pages
* Handled the responsibilities of reviewing and editing articles to ensure quality of the articles
* Responsible for developing content for brochures and web sales
* Developed high quality content for e-learning courses
* Assigned the tasks of writing quality content for blogs and press releases
* Wrote nine articles on daily basis

**AVL Enterprises, Houston**
20XX to 20XX
Content Writer

* Assigned the tasks of writing product descriptions and brand support materials of the organization
* Responsible for conducting research and writing content on a regular basis
* Handled the task of editing and proof reading content before uploading it on web pages
* Wrote quality content on cities, airlines and tourist spots
* Responsible for writing blogs on health products and leather shops
* Wrote reviews for films and electronic products