**Warren O'Donnell**

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**Professional Summary**

Highly focused and seasoned Magazine Editor with vast experience in all stages of weekly and monthly magazine production. Superb coordinator with both senior management and junior editorial staff. Proficient in writing articles of any size as well as captions and promotional copy.

**Core Qualifications**

* Considerable online marketing and editorial experience
* Excellent familiarity with magazine publishing process
* Outstanding knowledge of writing and editing
* Superior proficiency in proofreading techniques and writing guidelines
* Strong copy-writing promotional abilities
* High editing expertise in magazine articles, features, and news
* Exceptional research, grammar and writing abilities

**Experience**

July 2010 to Present Men's Health Magazine, New York, NY Magazine Editor

* Supervised design process and contributed to graphics and layout selection.
* Reviewed all health and exercise content submitted by expert staff writers.
* Prepared work submitted by content experts to design staff.
* Scheduled and ran all production meetings.
* Assisted in maintaining budget and financial reports.

May 2006 to June 2010 Roncesvalles Media, Inc., New York, NY Magazine Editor

* Supervised strategic plan preparation for advertising and editorial departments.
* Consulted with content experts on proposed editorial changes.
* Oversaw training of junior staff and interns.
* Edited selected articles for planned page layout.
* Wrote all article headlines and captions.

**Education**

2005 Columbia University, New York, NY Bachelor's Degree in Journalism