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| |  |  | | --- | --- | | **Jo**  [123 Ocean Drive Sampleville, FL 1234 United States](https://maps.google.com/?q=123%20Ocean%20Drive%20Sampleville,%20FL%201234%20United%20States)[sample@connectcv.com](mailto:sample@connectcv.com)0418 675 30902 867 5309 |  | | |
| **Summary**  I have over seven years experience writing and editing for online and print media. I have held various editor and associate editor positions in some of Australia's forefront independent media publications. A consistently dependable team player, I thrive in a high-pressure environment, enjoy the challenges of meeting deadlines and managing a team, and am comfortable researching, writing and editing on a wide range of topics. |
| **Employment History**   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  | | --- | --- | | **Jan 2009 – present: Freelance Journalist** | Sydney, NSW, Australia | | **Various Employers** | | | **Responsibilities**   * Pitch story ideas to editors * Research and write stories for submission * Write articles for publication on the web * Copywriting for various companies online   **Achievements:**   * My work has been published in The Guardian, The Sydney Morning Herald, The Bi-Monthly, The Punch, Dumbo Feather, Sunday Magazine, yourcall.com and others Industry magazines | | |  | | | **Jan 2007 – Dec 2008: Senior Writer** | Melbourne, VIC, Australia | | **The Punch** | | | **Responsibilities**   * Write feature articles, both of my own submission and commissioned ideas * Write stories and editorials * Interview Industry professionals for publication * Research and travel to provide adequate information for articles * Manage website content including writing website specific content   **Achievements**   * Developed and coordinated a blog which has received submissions from around the world * Contributed to site redesign and development * Doubled traffic to site | | |  | |  |  |  | | --- | --- | | **Jan 2006 – Dec 2006: Writer and Features Editor** | Sydney, NSW, Australia | | **Sunday Magazine** | | | **Responsibilities**   * Commission and edit stories * Make final decisions about feature story selection and layout * Liaise with managing director * Staff management * Subedit articles * Write feature stories | | |  | | | **Jan 2003 – Dec 2005: Editorial Assistant** | Melbourne, VIC, Australia | | **Dumbo Feather** | | | **Responsibilities**   * Work closely with the editor to commission stories and organise contracts * Liaise with in-house teams of writers, photographers, printers, designers and production staff * Organise and research projects to tight deadlines * Subedit manuscripts * Obtain rights to use material from other publications * Write reports and articles * Write and publish supplementary content for the magazine's web site | | |  | | | |
| **Education / Qualifications** |