

George Smith

Editor

george.smith@example.com | +1-555-0123 | 123 Elm Street, Cambridge, MA

LinkedIn.com/in/georgesmith | PortfolioWebsite.com

Profile Summary

Accomplished Editor with over 7 years of experience in producing high-quality content for renowned publishing houses and digital media platforms. Skilled in managing editorial processes, leading content teams, and enhancing publication quality. Proven track record in increasing readership engagement and successfully managing high-profile projects.

Work Experience

Senior Editor

The New York Times

1st Mar, 2018 - Present

- Led a team of 12 editors and writers to produce over 300 articles monthly.
- Increased online readership by 25% within a year through strategic content planning.
- Implemented a new editorial workflow that improved publication efficiency by 30%.

Editor

Penguin Random House

1st Jan, 2015 - 28th Feb, 2018

- Managed and edited bestselling books, two of which won national awards.
- Coordinated with authors and subject matter experts to deliver high-quality manuscripts.
- Streamlined the editing process, reducing project turnaround time by 15%.

Education

Harvard University

Master of Arts in Journalism

1st Sep, 2012 - 31st May, 2014

University of California, Berkeley

Bachelor of Arts in English

1st Sep, 2008 - 31st May, 2012

Skills

Content Management, Editorial Strategy, Team Leadership, SEO, Copywriting

Notable Projects

Digital Content Revamp Project

Successfully led a project to revamp the digital content strategy for The New York Times, resulting in a 25% increase in online reader engagement.

Award-Winning Book Series

Edited and managed a series of bestselling books at Penguin Random House, two of which received national acclaim and awards.

Certifications

Certified Professional Editor

Issued by Editors Canada, 10th Feb, 2019

Awards

Excellence in Journalism Award

Awarded by American Journalism Association, 15th Sep, 2020