

Professional Experience

Freelance Writer

Nashville, TN | April 2021 — present

- Write, edit, and proofread quality content for diverse clients of several agencies
- Praised for 100% on-time delivery of assigned writing projects

Writer and Proofreader, Internship

GHI Times, Nashville, TN | Summer 2019

- Reviewed newspaper articles for spelling, grammar, and parallel structure
- Appointed to take on additional writing duties due to high work quality

Education

Bachelor of Arts (BA) — English

University of Tennessee, Knoxville, TN | 2021

3.6 GPA | cum laude

Jessica Lang

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Self-directed freelance writer with strong recent academic and work experience. Resourceful and motivated to generate high-quality copy that meets and exceeds client expectations. Demonstrated success balancing concurrent projects and assignments.

Key Skills

- Complex problem-solving
- Copy editing
- Microsoft Word, Excel
- Proofreading
- Research and fact-checking
- Task prioritization
- Time management
- Writing and editing