

Heather Roberts

San Francisco, CA | (123) 456-7890 | email@example.com | Portfolio

Associate editor with five years in digital and print media. Expertise in content strategy, editorial calendars, and team collaboration. Proven track record of boosting reader engagement through targeted content initiatives.

Professional Experience

ASSOCIATE EDITOR | TECHTREND MAGAZINE | SAN FRANCISCO, CA | SEPTEMBER 2019 – PRESENT

- Plan and edit 12 feature articles and 50+ web posts monthly
- Developed content calendars that increased monthly pageviews by 25%
- Mentor junior writers on tone and style consistency

STAFF WRITER/EDITOR | STARTUP INSIGHTS | SAN FRANCISCO, CA | JUNE 2016 – AUGUST 2019

- Wrote and edited 100+ articles on emerging technologies
- Collaborated with marketing to repurpose content for social channels

Education

B.A. in English | Boston University, Boston, MA
May 2018

Key Skills

- InCopy
- Style guide management
- Version control
- Line editing
- Author relations