

John T. Hoch

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SUMMARY

Technical Editor at Synchrogenix with a Graduate Certificate in Publishing from West Chester University. Strong communication and analytical skills with a focus on technical and academic writing and editing.

EDUCATION

Graduate Certificate in Publishing, West Chester University, West Chester, PA **2019**

BA, Philosophy, University of Pittsburgh, Pittsburgh, PA **2016**

RELEVANT SKILLS

- Experience in copyediting, content writing, and indexing
- Adept at AMA, AP, APA, Chicago, MLA, and house-style guidelines
- Knowledge of HTML, CSS, and content management systems such as Wagtail
- Mastery of publishing analytical tools and programs including SAP, CATS, JMWIS, and Web of Science
- Self-motivated and team player
- Strong customer service and communication skills including sales experience

PROFESSIONAL EXPERIENCE

Technical Editor, Synchrogenix, Wilmington, DE **2019-Present**

Expertly edits documents per client/Synchrogenix specifications, templates, and style guides. Suggests revisions with an understanding of the format, content, and quality expectations typical for standard study-level documents. Serves as a formatting, style, grammar, publishing, and client-specialist resource to others.

Editorial Intern, Taylor & Francis Group, Philadelphia, PA **2018-2019**

Worked on projects across Editorial and Digital Resources departments. Work included preparing confidential Publisher's Reports, performing market research and competitor analysis, managing the Taylor & Francis Online webpage for multiple journals, and copyediting documents for internal use.

Editor, West Chester University Word Works, West Chester, PA **2017-2019**

Collaborated with faculty at West Chester University on various documents and editing projects. Work included composing indexes for books published by Routledge and McFarland and providing editing services for articles published in various academic journals.

Content Writer, Wag! **2018**

Wrote high-quality, upbeat content for Wag!, a mobile app for dog walking often referred to as "Uber for dogs." City content blocks, trail articles, and neighborhood blurbs highlighted dog-friendly establishments and activities throughout the country.