

ANEELA MOHAN

COPYEDITOR

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NEW DELHI, DELHI

OBJECTIVE

To utilize my expert editorial skills to deliver error-free, engaging, and high-quality content for a variety of clients and industries.

SKILLS & ABILITIES

Expertise in editing for grammar, syntax, spelling, and punctuation, with a keen eye for detail and the ability to maintain the author's voice and intent.

EXPERIENCE

20XX – 20XX	Senior Editor, Surat, Gujarat Paarivaarik Samaachaar Edited news articles, features, and opinion pieces for print and online editions, adhering to the newspaper's style guide and editorial standards
20XX – 20XX	Copyeditor, Jaipur, Rajasthan Paarivaarik Samaachaar Edited manuscripts for various genres, including fiction, non-fiction, and young adult, ensuring consistency, clarity, and accuracy

EDUCATION

June 20XX	Master of Fine Arts in Writing and Publishing Ehsaas College of the Arts Completed a rigorous curriculum in professional writing, publishing, and editorial practices.
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COMMUNICATION

Strong written and verbal communication skills, including the ability to provide constructive feedback and collaborate effectively with writers, editors, and other stakeholders.

LEADERSHIP

Ability to manage multiple projects simultaneously and meet tight deadlines, while maintaining the highest standards of quality.