

# Sharon Mwongela

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## Summary

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Hey there! My name is Sharon Mwongela, and I am a freelance writer with 3 years of experience. I specialize in crafting engaging and informative articles on a wide range of topics, from persuasive product descriptions to thought-provoking opinion pieces. With my keen eye for detail and deep understanding of what resonates with readers, I am confident in my ability to deliver top-quality content that meets your needs.

One thing that sets me apart from other freelance writers is my ability to write in a variety of styles and tones. Whether you're looking for a lighthearted and conversational tone or a formal and authoritative one, I can adapt my writing to suit your specific needs. I am highly organized and efficient, ensuring that all projects are completed on time and to the highest standard of quality. I take pride in my excellent communication skills and ability to work collaboratively with clients to achieve their goals. So, if you're looking for a talented and experienced freelance writer to help you bring your content to life, please feel free to browse my portfolio and contact me to discuss your project in more detail. I look forward to working with you!

## Experience

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### DEF Magazine | Nairobi, NAIROBI

#### Staff Writer | 01/2020 - Present

As a staff writer in a magazine company, my responsibilities included conducting research and interviews, writing and editing articles, and pitching ideas for new stories. I was also responsible for meeting deadlines, fact-checking information, and collaborating with editors, photographers, and designers to produce high-quality magazine content. Through these responsibilities, I was able to contribute to the editorial vision of the magazine, generate engaging and informative content that appealed to the target audience, and ensure that the magazine's standards of quality were met. Some of my accomplishments as a staff writer included developing a deep understanding of the magazine's subject matter, building a network of sources and contacts in the industry, winning awards or recognition for my writing, and contributing to the growth and success of the magazine brand.

### XYZ University | Nairobi, NAIROBI

#### Writing Tutor | 01/2019 - 01/2020

As a writing tutor in a university, my responsibilities included helping students improve their writing skills through individual consultations, workshops, and classroom instruction. I also provided feedback on students' writing assignments, helped them develop effective research and citation skills, and supported their progress towards achieving their academic writing goals. Through these responsibilities, I was able to contribute to the academic success of students and help them develop lifelong skills that they could apply to their future academic and professional pursuits. Some of my accomplishments as a writing tutor included developing a strong rapport with students and faculty members, creating and delivering effective writing workshops and instructional materials, receiving positive feedback from students on my tutoring and feedback, and contributing to the overall success of the writing center and the university community.

### ABC Writing Services | Nairobi, NAIROBI

#### Freelance Academic Writer and Proofreader | 01/2018 - 01/2019

As a freelance academic writer and proofreader, my responsibilities included conducting research on various academic topics, writing and editing academic papers while ensuring they were free of grammatical errors, spelling mistakes, and typos, formatting papers according to specific citation styles, communicating with clients to understand their needs and preferences, meeting deadlines, and adhering to academic integrity standards. Through these responsibilities, I was able to produce high-quality academic papers that met my clients' expectations and requirements, develop expertise in various academic disciplines, build a strong portfolio of academic writing and editing work, earn positive feedback and testimonials from satisfied clients, develop a reputation for reliability and professionalism in the freelance writing community, and earn a stable income as a freelance academic writer and proofreader.

## Skills

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Academic Writing, Proofreading, Research & Development, Formatting

## Education

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Technical University of Kenya | Nairobi, NAIROBI

**Industrial and Applied Chemistry | 01/2024**

Still continuing with my education

**St Angela's Girls Secondary School | Nairobi, NAIROBI**

**Secondary Education | 01/2019**

Received a Secondary school certification

**Riverside Academy Primary School | Nairobi, NAIROBI**

**Primary Education | 01/2015**

Received a primary education certificate