



SUMMARY

Meticulous writer offering exemplary skills in writing and editing. Sharp and focused with 12 years of writing experience and 5 years of editing experience. Capable of crafting interesting content with little groundwork and material. Background includes writing on subjects such as Celebrity Events, Food, Fitness, Self-care, Books and Writing.

Also a Published Writer of the books 'Zephyr: Taming The Tempest' and 'The Ninth Death'.

SKILLS

- Proofreading skills
- Copy-editing expertise
- News-writing
- Content writing
- Creative writing
- Blogging
- Research skills
- Wordpress
- Social Media Handling
- Check facts

EDUCATION

IGNOU

Bachelor's Degree in English Literature
2025

Yale University

Course Certification in Creative Writing

PROFESSIONAL EXPERIENCE

Content Writer

Grisu Media Arts | 2023 - Present

- Carried out in-depth research into topics to write clear and accurate blogs and articles.
- Delivered high-quality written content that was insightful, informative and entertaining.
- Applied strong writing, editing and proofreading abilities to each project to produce the best possible content.
- Managed own workload efficiently to produce high-quality work within agreed deadlines.
- Created blogs and articles across a wide range of subject matters and adjusted content, style and tone to match.

Blogger

Sone Ki Peti | 2022 - 2023

- Conducted extensive research regarding gold and silver jewellery.
- Adhered to tight deadlines.
- Maintained active social media presence to promote personally written pieces and collaborator work.
- Wrote articles, bulletins, sales letters and other related informative, marketing and promotional material.
- Improved product packaging by writing slogans and inventing names or phrases to associate with each item.
- Varied language and tone of messages based on product and medium.

Copy Editor

Instant Publications | 2021-2022

- Copy-edited & line-edited fiction novels by revising and tidying the manuscripts on a sentence, paragraph and chapter level.
- Carefully and thoroughly proofread materials, checking for spelling, grammar, punctuation, syntax, usage, consistency and correct brand voice.
- Provided feedback to authors regarding language style, tone and word choice to improve understanding by the intended audience.
- Double-checked cross-referenced text from newspapers, blogs and websites by conducting in-depth research into facts.
- Kept client regularly informed on project milestones, copy issues and delivery dates through messages and phone.
- Carefully and thoroughly proofread materials, checking for spelling, grammar, punctuation, syntax, usage, consistency and correct brand voice.