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Robin Searles

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| Objective | To be an integral part of a successful, dynamic, and diverse marketing team |
| Experience | May 2011–March 2012  Environmental Data Resources  **Copywriter / Marketing Editor**   * Wrote and edited all client-facing and internal marketing communications, including email blasts, monthly and weekly newsletters, fliers, press releases, and product pages   June 2010–May 2011  Darien Library  **Materials Manager**   * Oversaw the processing of all newly acquired library materials   September 2007–June 2010  New England Typographic Services (NETS)  **Supervisor of Copyediting**   * Wrote, edited, and proofread original copy for all NETS Edit projects, including K–12 mathematics, science, language arts, ESL, and interactive whiteboard   August 2006–September 2007  NETS  **Editorial Assistant**   * Copyedited, content edited, and proofread manuscript for K–12 mathematics, science, language arts, ESL, and interactive whiteboard |
|  | March 2005–May 2011  Random House, Inc.  **Freelance Copy Editor/Proofreader**   * Copyedited and proofread manuscript for Potter Craft imprint |
| Education | 1999–2002, 2005  Westfield State College   * BA, English |
| Pertinent Skills | Copywriting certification from National Seminars (12-hour copywriting workshop)  Highly proficient in AP and Chicago styles  Highly proficient in Office |