

Nina Barrett

Junior Content Manager

nina.barrett@email.com

Professional Summary

Junior Content Manager with 2 years of experience supporting editorial calendars, drafting blog content, and coordinating with designers and SEO teams. Strong writing background and attention to brand voice consistency.

Skills

Content Creation, Editorial Planning, Copywriting, SEO Basics, CMS (WordPress), Image Sourcing, Content Calendar, Proofreading, Email Content

Experience

Content Coordinator - Textura Media (2023 - Present)

- Managed blog updates and reviewed copy for accuracy and tone.
- Supported SEO team with meta tag creation and content uploads.
- Created internal documentation for publishing processes.

Content Intern - WavePress (2022 - 2023)

- Drafted weekly newsletter blurbs and assisted with product copy.
- Edited blog submissions and maintained content archives.

Education

B.A. in English and Media Studies, University of California, Irvine, 2022