

Black & White (Editorial)

Freelance copy-editing and proofreading service

**I am a professional copy-editor and proofreader with 12 years' experience.
I always deliver to brief, to budget and to deadline.**

Clients include:

World Bank Group (Washington, D.C.)
Open Government Partnership
International Rescue Committee (Turkey and Lebanon)
Anti-Slavery International
International Institute for Environment and Development (IIED)
University College London, Institute of Education Press (UCL IOE Press)
Southern Voice
International Republican Institute (Washington, D.C.)
EU Observer online newspaper (Brussels)
Positive News magazine

Previous editorial work:

July 2008 – September 2015 Newsquest (South London), Sutton, Surrey
Senior sub-editor: Responsible for page layout and design, copy-editing, proofreading, writing headlines and captions, and picture editing for 13 weekly newspapers

September 2006 – January 2007 St George's University of London, Tooting
Medical School Registry: Cycle One Administrator: Project managing the production of course handbooks and timetables, working with lecturers and printing services

April 2002 – March 2006 Overseas Development Institute (ODI), London
Publications Sales Administrator/Receptionist: Proofreading reports, writing marketing copy, assisting in compiling the publications catalogue, and writing staff newsletter

Education:

2008 London School of Journalism, London W9; PgDip Journalism (Merit)
1995-1999 University of Leeds; BA (Hons) Spanish major with French minor (2:1)

Training:

April 2020 City Lit: Adobe InDesign: stage 2
February 2019 Society for Editors and Proofreaders (SfEP): Web Editing
July 2018 Society for Editors and Proofreaders (SfEP): Editing with Word
June & December 2016 Society for Editors and Proofreaders (SfEP): Copyediting 1 & 2
September 2015 University of the Arts London: Video editing (Adobe Premiere Pro)

Further information:

Intermediate member of the Chartered Institute of Editing and Proofreading (CIEP)

Contact:

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