**Copy Editor Resume**

**Objective:** To get a position as copy editor and to gain further experience in this field.

**Experience Summary:**

* Handel extensive copy editing tasks
* Made suggestions to improve writing style and enabled to increase circulation through such ideas

**Professional Experience:**

**Managing Editor, July 20XX to Present**  
ABC Newspaper, Illinois

* Handled supervision of writing, formatting, and layout tasks of the newspaper
* Conceptualized the design and layout for the new-weekly children's magazine
* Changed layout and writing style for several columns of the newspaper and improved circulation with new look

**Assistant Editor, July 20XX to August 20XX**  
Ocean Books Inc, Illinois

* Edited several college and student text books
* Collaborated with a team in editing and designing the layout for five fiction novels
* Revamped the look of a novel on it's second release

**Education**

**20XX - 20XX James College, Illinois**

* Completed a Bachelor's Degree in Literature
* Completed a Master's Degree in Literature

**Computer Skills:**

Proficient in the use of the following computer languages:

* QuarkXpress
* Frame Maker
* Adobe illustrator
* Adobe Photoshop
* Macintosh
* PageMaker
* MS Word

**References**

Furnished upon request