



BENJAMIN LEE

Senior Managing Editor/Writer

✉ support@qwikresume.com ☎ (123) 456 7899 📍 Los Angeles 🌐 www.qwikresume.com

PROFESSIONAL SUMMARY

Dynamic Senior Managing Editor with a decade of expertise in leading editorial teams, enhancing publication strategies, and refining content for diverse platforms. Adept at fostering relationships with stakeholders and driving innovative storytelling that captivates audiences. Eager to utilize my extensive background to elevate content quality and strengthen brand presence.

WORK EXPERIENCE

Senior Managing Editor/Writer

Seaside Innovations

📅 Feb / 2018-Ongoing

📍 Santa Monica, CA

1. Oversee editorial team to ensure high-quality content production and adherence to deadlines.
2. Designed and edited the association's journal and newsletters, enhancing visual appeal and content engagement.
3. Authored impactful feature and news articles addressing key topics for dental students and recent graduates.
4. Initiated a comprehensive redesign of all publication materials, modernizing aesthetics and messaging.
5. Collaborated with the editorial board to generate insightful article ideas, enriching content depth across all platforms.
6. Streamlined production schedules, ensuring timely delivery of all publications.
7. Transformed the journal's design to resonate with a younger audience, reflecting contemporary trends.

Managing Editor

Silver Lake Enterprises

📅 Feb / 2015-Feb / 2018

📍 Seattle, WA

1. Managed real estate magazine production, maintaining quality and consistency across all publications.
2. Developed and nurtured relationships with realtors and builders, enhancing collaboration and advertising opportunities.
3. Oversaw layout, writing, editing, and proofreading processes to ensure high content standards.
4. Handled office management tasks, optimizing workflow and team efficiency.

EDUCATION

Master of Arts in Journalism

Columbia University

📅 Feb / 2012-Feb / 2015

📍 Phoenix, AZ

Focused on advanced writing, editing, and media production techniques.

SKILLS

Expert In Microsoft Office



Advanced Quarkxpress Skills



Proficient In Incopy



Editorial Guidelines



Multimedia Production



INTERESTS

🎨 Art

🤝 Volunteering

🌲 Hiking

🧘 Yoga

STRENGTHS

🔍 Criticality

☰ Detail-oriented

🤝 Diplomacy

😊 Enthusiasm

LANGUAGES



English



Russian



French

ACHIEVEMENTS

🌟 Increased readership engagement by 40% through innovative content strategies.

🌟 Successfully launched a digital magazine, achieving 10,000 subscribers in the first year.