

Annie Tittiger

San Francisco, CA | 925.330.7903 | atittige@gmail.com

QUALIFICATIONS OVERVIEW

- ✓ *Writing & Editing*: Freelance editor and writer adept at creative and technical content
 - ✓ *Project Management*: Solid reputation for organizing & implementing projects that achieve the stated goals
 - ✓ *Proactive Teamwork*: Creative and collaborative manager; works best when working with others
 - ✓ *Research and Development*: Constant and consistent attention to detail with a commitment to excellence
 - ✓ *Troubleshooting*: Skilled at assessing challenges and finding resolution
 - ✓ *Technology*: Advanced in MS Office, InDesign, Photoshop, Acrobat, Drupal, NetSuite, and Social Media Platforms
 - ✓ *Language Skills*: Proficient in French
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EXPERIENCE

Freelance Editor and Writer, San Francisco, CA

June 2015–Present

- *Writing & Editing*: Write front of book and feature stories for local outlets
- *Brand Content Creation*: Convey clients' brand voice through service packages and product descriptions
- *Web Content*: Write web-specific copy using SEO-friendly language to maximize traffic
- *Copy Editing*: Review copy for grammatical errors and syntax issues
- *Client List*: *San Francisco*, *Zozi*, *Superlative Films*, *California Academy of Sciences*, and *CityGuide*

San Francisco Magazine, San Francisco, CA

Managing Editor, January 2012–June 2015

- *Project Management*: Shepherded production of monthly magazine, which underwent a redesign in July 2012 and was awarded the 2014 Single-Topic Issue National Magazine Award
- *Writing & Editing*: Wrote and edited captivating front of book and feature stories; structured feature services packages in a way that is both engaging and informative for the readership; projects included 2012, 2013, 2014, and 2015 Best of San Francisco packages, monthly culture section, and affordability and nightlife packages
- *Proactive Leadership*: Collaborated with a thirteen-person team; trained new employees; garnered a reputation for troubleshooting issues and finding creative solutions to create a superior product

San Francisco Magazine, San Francisco, CA

Associate Editor, October 2011–January 2012

- *Project Management*: Prepared and managed materials, including creating new content, refurbishing previous issues, and conducting additional research for *San Francisco* sister publications *Brides* and *CityGuide*
 - *Self-Motivation & Time Management*: Conducted interviews and wrote feature stories; designated assignments to freelancers based on breadth of knowledge; created reasonable, attainable deadlines for assignments
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EDUCATION

University of Oregon, Eugene, OR

Bachelor of Arts, Major: English, 2010

Double Minor: French and Creative Writing

UC Berkeley Extension Program, Berkeley, CA

Copy and Editing Workshop | Grammar Review for Editors, 2011

Boston University Abroad Program, Sydney, Australia

Traveling Writing Program: two month intensive travel journalism program, 2010

L'Université Catholique d'Ouest, Angers, France

Conversational French Classes, 2009