**PROFILE – TECHNICAL WRITER AND EDITOR**

Diligent and highly skilled English graduate skilled in translating technical concepts into accessible content across various formats, including user guides, help documentation, and interface copy. Experienced in collaborating with subject matter experts, using industry-standard tools, and adhering to established style guides and content strategies and known for excellent organization, consistency, and a commitment to clarity and usability in every deliverable.

**Skills**

* Communication
* Time Management
* Problem Solving
* Agile Work Environment

**Tools**

* Adobe FrameMaker and RoboHelp
* MadCap Flare
* Adobe Captivate
* Figma
* Microsoft Office and Google Suite
* HTML, CSS, JavaScript, XML, DITA

**WORK HISTORY**

**Editor and Proofreader May 2023 - Present**

*Sticky Rice Games*

*Toronto, Ontario, Canada*

* Ensured the integrity of game narratives by proofreading and editing scripts, dialogues, and in-game text to enhance player immersion and engagement.
* Maintained a deep understanding of storylines, characters, and contexts, enabling informed localization decisions that preserve game integrity and enhance overall quality.
* Adapted game content from Japanese to align with the preferences, cultural norms, and sensibilities of the target English-speaking audience.
* Completed over 30 shipped products as a member of cross-functional teams.

**Freelance Content Writer** **July 2022 - February 2023**

*Comic Book Resources*

*St-Laurent, Quebec, Canada*

* Contributed to the platform's coverage of the expansive and ever-evolving anime and manga niche industry.
* Produced engaging and informative feature articles that covered a wide range of topics within the anime and manga industry, including reviews, news analysis, and opinion pieces.
* Authored and conducted research for over 100 articles, many of which garnered more than 10,000 views.

**Freelance Copywriter and Editor** **January 2021 - Present**

*Self Employed*

*Waterloo, Ontario, Canada*

* Authored persuasive, SEO-optimized website content, blog posts, product descriptions, and marketing materials for clients across diverse industries, tailoring each piece to their specific needs and target audiences.
* Reviewed and edited content meticulously for accuracy, grammar, spelling, style, and consistency, ensuring the delivery of polished, professional, and error-free content.
* Collaborated with clients to understand their goals, expectations, and brand voice, facilitated open communication and delivered content that aligned with their vision.

**Produce Clerk September 2014 - January 2023**

*Sobeys Inc., Waterloo, ON*

* Played a pivotal role in ensuring the high-quality and fresh presentation of the store's produce department.
* Maintained well-organized product displays, ensuring the attractive presentation of produce, and performed regular restocking to meet customer demands.
* Engaged with and assisted customers, offering guidance on selecting the best produce items, and consistently received positive feedback for helpful and friendly service.

**EDUCATION**

**Technical Communications (TEC) 2024**

*Seneca Polytechnic*

*Toronto, ON*

* Developed skills in writing, editing, and designing user-friendly documents, including manuals, reports, and digital content.
* Proficient in industry-standard tools, including Adobe FrameMaker, RoboHelp, MadCap Flare, and Microsoft Office.
* Proficient in developing e-learning course materials using Adobe Captivate.
* Experienced in creating projects using HTML, CSS, JavaScript, XML, and DITA.
* Gained proficiency in audience analysis and tailoring communication for diverse needs.

**Teaching English to Speakers of Other Languages (TESOL) Certificate 2022**

*Renison University College*

*Waterloo, ON*

**Bachelor of Arts in English 2020**

*Wilfrid Laurier University*

*Waterloo, ON*