JK

Jacqueline King

Mid-Level Editor

Seasoned editor with over eight years of experience in the tech industry, specializing in content development and technical editing. Produces value-rich educational and marketing materials for global audiences, leveraging project management skills. Excels in fast-paced, collaborative environments, delivering high-quality content that meets both user needs and brand standards.

CONTACT

- 📞 (123) 456-7890
- ✉ email@example.com
- LinkedIn | Ortfolio
- City, State Abbreviation zip code

EDUCATION

Bachelor of Arts (B.A.) in English
University of California
Berkeley, CA | June 2015

KEY SKILLS

- Brand voice development
- Budget management
- Constructive feedback
- Editorial leadership
- Global content strategy
- Negotiation

PROFESSIONAL EXPERIENCE

TECHNICAL EDITOR | AMAZON WEB SERVICES (AWS) PRODUCT MARKETING, SEATTLE, WA
OCTOBER 2017 – PRESENT

- Oversee more than 200 high-impact marketing materials, including web pages and presentations
- Develop strong working relationships with product marketers
- Grew lead generation and conversion rates by 10% with an update and improvement of customer-centric content
- Maintain editorial integrity across five platforms, enhancing the clarity and impact of AWS's technical communication
- Reduced project turnaround time by 30% and boosted team productivity through a streamlining of the editorial process

CONTENT EDITOR | AMAZON SELLER UNIVERSITY, SEATTLE, WA
JUNE 2015 – OCTOBER 2017

- Managed the editing and revision of over 300 educational articles and videos
- Ensured content relevance, ease of consumption, and value for Amazon Seller audience
- Reduced production time by 25% in collaborating with a cross-functional team of 10 content writers
- Advocated for customers by working closely with writers and subject matter experts to fill content gaps
- Increased content discoverability by 40% through the implementation of a metadata provision strategy

CERTIFICATIONS

- Certified Professional Technical Communicator, APMG, January 2021
- Professional Sequence in Editing Certificate, Berkeley Extension, February 2017