

---

## Research Editor Resume

---

### Job Objective

To secure Research Editor position with well-established firm where my years of training will be put to good use

---

### Summary of Qualifications:

---

- Remarkable experience in research and technical writing or editing
  - Ability to review of technical writings and reports
  - Profound knowledge of politics and daily news
  - Proficient with MS Office, QuarkXPress, Entourage and Mac
  - Solid writing and editing skills
  - Ability to work effectively and efficiently under extreme deadline pressure.
  - Ability to compose all types of writing for various audiences
- 

### Work Experience:

---

- Research Editor, July 2007 – Present
  - Time Warner, Lansing, MI
  - Managed factual accuracy of content.
  - Coordinated with copy staff and editors.
  - Maintained completeness of backup files.
  - Formulated per-issue resources and reality checkers lists.
  - Resolved legal problems and coached freelance researchers.
  - Research Editor, March 2004– June 2007
  - LFP Publishing Group, LLC, Lansing, MI
  - Scrutinized facts of content for accuracy.
  - Evaluated editorial photo material.
  - Aided legal analyzing of all content.
  - Managed research library and archives.
- 

### Education:

---

- Bachelor's Degree in Journalism, Brooklyn College, Brooklyn, NY

[Build your Resume Now](#)