

Timothy Campbell

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Profile

Versatile writer with meticulous proofreading skills who has prepared newsletters, campaign literature, a technical manual, commercial scripts and support texts for broadcasts.

Dedicated professional who combines practical and creative abilities to complete projects and meet deadlines.

Flexible team player who wins the trust of others by listening to their needs and being a partner in solving problems.

Relevant Experience

The Devine Connection, Chicago, Illinois, 2006-present, *Copy writer and proofreader*
Assist in the publication of organizational newsletters, brochures, annual reports, and related materials; including internet research, copy writing, editing, and proofreading of text, layout and design. Other responsibilities include editing and proofreading papers for graduate students.

Optical Technologies, Batavia, Illinois, 2001, *Technical writer*
Created a detailed manual on precision flat lapping and polishing of plastic injection molding components describing step-by-step procedures for attaining a flawless mirror finish for products used in the production of compact discs.

Malt Observer, Chicago, Illinois, 2000-Present, *Copy writer and proofreader*
Write a newsletter for members of a social club, recounting the adventures of whisky tasting events with colorful reviews woven into lasting journeys.

Other skills

Versed in AP, APA, and Chicago Manual of Style writing, Mac and PC proficient, MS Office, Windows 7, Word, Excel, Adobe, Outlook, Photoshop, Illustrator, InDesign

Education

Writer's Loft, writing workshop, Chicago
University of Illinois at Chicago, B.A., Communications