

# Megi Meskhi, Content Writer

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## PROFILE

Experienced and versatile writer and editor with additional background in social media, marketing and creative strategy, and copywriting, passionate about creating high-quality, engaging content

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## EMPLOYMENT HISTORY

Mar 2022 — Present	<b>Writer/Editor, Freelance</b>	New York City
	<ul style="list-style-type: none"><li>Increased viewership by creating content strategies that promote and optimize content for search engine optimization (SEO)</li><li>Wrote and edited blog posts and marketing materials such as press releases and brochures</li><li>Bolstered sales by writing television ads for an independent marketing company</li><li>Reviewed and edited a manuscript for grammar, spelling, and punctuation errors to ensure accuracy and consistency</li></ul>	
Apr 2020 — Apr 2022	<b>Co-Founder, Social and Lifestyle Editor, The Interlude</b>	New York City
	<ul style="list-style-type: none"><li>Created and managed content on Facebook, Twitter, and Instagram to increase brand awareness and engagement, receiving 10,000 views in the first month of operation</li><li>Steadily grew online viewership by monitoring and analyzing website and social media analytics to identify trends and reporting opportunities, keeping content up-to-date and relevant</li><li>Researched and wrote articles on lifestyle, beauty, business, and immigration</li><li>Edited and proofread content to ensure quality and accuracy before publication</li></ul>	
Sep 2019 — Jan 2020	<b>Editorial Intern, Bustle Media Group</b>	New York City
	<ul style="list-style-type: none"><li>Wrote top performing articles about lifestyle and beauty in accordance to SEO guidelines</li><li>Grew company's source list by 20% by recruiting industry professionals to ensure relevance and accuracy of written content</li><li>Researched and pitched timely stories during weekly editorial meetings</li></ul>	
Jan 2019 — Aug 2019	<b>Editorial Intern, HerMoney Media</b>	New York City
	<ul style="list-style-type: none"><li>Researched and wrote how-tos, blog posts, infographics and long-form articles on personal finance, insurance, taxes.</li><li>Assisted staff with data research and social media content</li><li>Ghost-wrote articles in executive editor's name for a partner website</li></ul>	

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## EDUCATION

Sep 2015 — May 2019	<b>Bachelor of Arts, New York University</b>	New York City
Double-majored in journalism and political science learning skills such as reporting, multimedia editing, video producing, data analysis, researching		

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## SKILLS

Adobe Photoshop	Multitasking Skills
Microsoft Office Word	Project Management
Microsoft PowerPoint	Adaptability
Microsoft Excel	Adobe Premiere Pro
Microsoft Office	

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## LANGUAGES

Russian	Native speaker	Georgian	Native speaker
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