

Joseph Hardy

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Education

Michigan State University <i>East Lansing, MI</i> Bachelor of Arts in Professional Writing Concentration in Editing and Publishing Expected Graduation Date: December 2013 Dean's List: Summer 2013	2009-present
Regent's University <i>London, England</i> Study Abroad Program: Screenwriting and Documentary Technologies	Summer 2013
University College Dublin <i>Dublin, Ireland</i> Study Abroad Program: English and Film	Summer 2012
University of the West Indies <i>Mona, Jamaica</i> Study Abroad Program: Jamaican History, Social Study of the Rastafari	Summer 2011

Professional Experience

- **Editorial Intern: Oddsfather Sports Betting News** 2013
 - Researched game statistics and betting trends for NBA, NFL, and NCAA athletic teams
 - Wrote weekly matchup previews and injury updates for Oddsfather website
- **Freelance Editor: "Baby Ballers: Mother's Night" manuscript** 2012
 - Copyedited manuscript text
 - Drafted editorial memos to author detailing changes
- **Content Writer: Fork in the Road Artisan Diner brochure** 2011
 - Wrote and edited content for the F.I.T.R informational brochure
- **Freelance Editor: Tom's Christian Tours** 2011
 - Copyedited and reformatted text for the Alaskan Adventure itinerary
 - Developmentally edited text for consistency and tone
 - Drafted editorial memos to company detailing changes

Qualifications

<u>Editing and Publishing</u>	<u>Digital</u>	<u>Writing</u>
<ul style="list-style-type: none">• Proficient with copyeditor's marks and proofreading symbols• Proficient with AP, MLA, and Chicago style• Experience in generating copyediting memos• Experience working within an editorial team	<ul style="list-style-type: none">• Experience in video-editing with iMovie• Experience in navigating and utilizing social media• Proficient on both Apple and PC operating systems• Experience with MS Word track changes• Experienced in research	<ul style="list-style-type: none">• Memos• News stories• Content for advertisements• Creative pieces• Digital presentations• Screenplays• Press releases