

WHITNEY MCGRUDER

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EDITING EXPERIENCE

JUNIOR CONTENT EDITOR MAY 2014-PRESENT

Boostability, Orem, UT

Performs copyediting, substantive editing, and proofreading for 400-word blog posts intended to improve search optimization for other companies. Consistently edits about 50 articles a day. Trained in popular SEO practices. Proficient in proofreading based on American, Canadian, and Australian grammar rules.

FREELANCE EDITOR MARCH 2014-PRESENT

Heather B. Moore, Precision Editing Group, Utah

Received and edited 3 full fiction manuscripts and edited both for copyediting and substantive edits. I set aside my own time to edit from home to promptly finish each manuscript.

FREELANCE EDITOR APRIL 2014-PRESENT

Brian Higbee, Provo, UT

Provided proofreading and substantive editing for short stories on behalf of Wayne Hamby. Added ghost writing when appropriate.

FREELANCE EDITOR MARCH 2014

Jason Ford, Provo, UT

Performed developmental edits, where I helped him reword scenes to add more character growth. Offered in-depth copyediting and substantive work for a 300-page manuscript. Completed the edits in a month.

ACQUISITIONS INTERN AUGUST 2013-APRIL 2014

Cedar Fort, Inc., Springville, UT

Worked for 10 hours a week. Read incoming manuscripts and analyzed writing skills for potential publication. Pitched solicited manuscripts and proposals found during work and after office hours. Wrote cover blurbs and ad blurbs for various nonfiction books. Created indexes for nonfiction works using InDesign.

STUDENT EDITOR AUGUST 2010-APRIL 2011

Stance: For the *Family Student Journal, Brigham Young University, Provo, UT*
Assisted in editing and layout designing. Submitted own creative nonfiction piece, "Half American, Halv Dansk, all Fabulous" in the Summer 2011 edition. Worked as a volunteer for about three hours a week.

EDUCATION

BA English, Editing minor
Brigham Young University, Provo, UT
Graduation Date: April 2014
GPA: 3.53

VOLUNTEER EXPERIENCE

FULL-TIME VOLUNTEER AUG 2011-FEB 2013

Church of Jesus Christ of Latter-day Saints, Berlin, Germany
Worked an eighty-hour workweek for eighteen months, dedicated to church and community service.

COMMITTEE MEMBER AUG 2009-APRIL 2010

Life, the Universe, and Everything (LTUE), Provo, UT
Assisted in the LTUE Symposium for community members interested in sci-fi/fantasy literature. Led online SEO work for the symposium. Introduced special guests and speakers.

SKILLS

InDesign, Photoshop, PowerPoint.
Quality developmental, substantive, and copy editing based on the clients' needs.
Performs own SEO work for novels through Facebook, Pinterest, and witandtravesty.com.

INTERESTS

Photography, writing, cross stitching, hip hop dancing, Shakespeare, and the Danish and German language.
Plays the piano, organ, and the clarinet.