

CV - Obviously put your name and contact details here

**Profile** - keep sentences short and use power words to ram it home that you can do this.

A driven journalist with experience of sourcing, pitching and writing features and news stories for a broad range of national, local and online press. UK and U.S. experience teamed with a 'nothing is impossible' attitude. NCTJ trained with a good knowledge of the law, content management experience and shorthand skills.

**Core Skills** - Being able to see skills at a glance gives an overall view of you that is easy to read

**Journalism & Relevant**

- Feature and news writing
- Research
- Interviewing
- Subbing and proofing
- Shorthand
- Media Law knowledge

**IT skills**

- InDesign (skilled)
- MS Word (skilled)
- FTP & CMS systems (basic)
- Photoshop (skilled)
- MS Excel (skilled)
- Acrobat (skilled)

**Miscellaneous**

- Clean driving licence
- 60 WPM touch type

**Career History** - I've only put what is relevant to whatever role I'm applying for so if you've been a bar manager while struggling to get into journalism don't put it down - who cares?

**Freelance Journalist | January 2007 - present**

• **Vague Paper | Features Editor | January 2007 – present**

Plan and set editorial agenda for this satirical, bi-annual fashion magazine. Write two columns and editor's letter under two pseudonyms. 6,000 copies are distributed worldwide to exclusive boutiques including Colette and B-Store.

**Published Work** - If you've had work published flaunt it. As the list builds it looks more and more impressive.

Why not put links into the articles to make it stupidly easy for the reader to access your work?

- **Mail Online** - Showbiz story on White House annual dinner - May 09
- **Mail Online** - News story on new stage show of TV series *Porridge* - May 09
- **Askamum.co.uk** - News story on Sarah Jessica Parker expecting twins by a surrogate - April 09
- **Askamum.co.uk** - News story on lowering school starting age - April 09
- **Askamum.co.uk** - Feature 'I wish I'd known' forum members offer their advice - April 09
- **Askamum.co.uk** - News story on how 2009 budget will affect working mums - April 09
- **Askamum.co.uk** - News story on new kids think tank - April 09
- **Askamum.co.uk** - News story on the 'Blaby' an iPod style belt for your bump - April 09
- **Askamum.co.uk** - News story on nappy rash - April 09
- **Askamum.co.uk** - Feature on best kids museum and exhibition trips - April 09
- **Askamum.co.uk** - Feature on best theatre trips for tots - April 09
- **Bridport News** - Double page feature on Dorset artists and open studios event - April 09
- **The Independent** - Feature on Noah and the Whale's video tour - Feb 09
- **The Independent** - Feature on Pancake Day and pancakes around the world - Feb 09
- **The Independent** - 'Hit and Run' short feature - Feb 09
- **The Independent** - Feature on 'ten best breadmakers' - Feb 09
- **The Independent** - Two boxes. Plastic surgery addiction. Technology report - both Feb 09
- **The Independent** - Feature on 'ten best food websites' - Feb 09
- **The Independent** - Feature on 'ten best mirrors' - Feb 09
- **The Independent** - Double page feature on Street Art Awards with profiles of 12 artists - Dec 08
- **Bridport News** - News story on the rise of catalytic converter theft - Aug 08
- **You Magazine** - 'Is Mortgage The New Marriage?' - Double page real life feature on the trend of mortgage before marriage for young couples - Oct 07
- **You Magazine** - 'Flip Flop?' - Double page feature on decline of selling items for profit online - Jun 07
- **The Guardian** - 'A Flipping Bargain?' - Double page feature for G2 on buying items specifically to sell for vast profit on eBay - Apr 07
- **The Times** - 'A Million Girls Would Kill For This Chance' - Double page feature for Times 2 on working at American Vogue to tie in with film *The Devil Wears Prada* - Jul 06
- **UK Vogue** - 'Check Out' - diary piece - Feb 06 - [click here](#) - 'Spy' - diary piece Dec 05

### **Blog for [www.journalism.co.uk](http://www.journalism.co.uk) | September 2008 - February 2009**

Planned and wrote content for a weekly blog that detailed my journalism training and experiences. Topics included starting out in journalism at an older age, how to start freelancing, an insight into the NCTJ fast track course and shorthand tips. The first post attracted 1,234 readers. Overall the blog increased traffic to the website and prompted a good reader response.

**Work Experience** List in order all the relevant jobs to the role. In the blurb write any achievements backed up with figures if you can. Again keep it short and snappy.

### **Askamum | Intern | April 2009**

Researched and wrote a number of news stories and features to include SEO friendly copy, laid out copy in Bauer's content management system adding pictures and headlines, researched 'breast feeding friendly' places and created a Google map for mums.

### **The Independent | Intern | February 2009**

Researched and wrote: double page feature on pancakes, arts news story for Observations column, news story for Hit and Run section, 'ten best mirrors', 'ten best food websites', 'ten best bread makers' and two boxes to accompany plastic surgery addiction feature and return of the PDA feature for the Independent Life section. This included contacting PR's and businesses for product information and high-resolution pictures.

### **You Magazine (Mail on Sunday) | Intern | October 2008**

Researched 'feel good' stories from 2008 for a large end-of-year, good news feature. Assisted arts desk with layout and headlines for a competition makeover feature. Planned content for regular slot: 'ten things you didn't know about...' as well as other feature ideas.

### **English Vogue | Intern & Temporary Assistant to Managing Editor | August 2005**

Achieved temporary position as the managing editor's assistant after interning at Vogue. Researched, interviewed designers' and wrote news stories for 'Check Out' and 'Spy' slots. Managed a team of five interns. Short listed applicants for the intern programme. Sourced information on future books, films and exhibitions from PR's and publishers for the arts database. General admin duties included: diary management, organising editorial meetings, sick-day filing, answering reader phone calls and processing freelance invoices.

### **American Vogue | Intern | January 2005 - April 2005**

Researched and fact checked fashion features stories. Created storyboards for fashion editorial meetings. Assisted fashion director on collections shoot. Processed expense accounts for editor-at-large. General admin duties included: returning post shoot clothes to designers, collecting clothes and accessories from showrooms for shoots.

Prior to the above a variety of roles in fashion and PR. - [This is where my murky past lies. You can expand if they ask you about it in the interview](#)

[Now start with the education and interests - not hobbies, sounds too scout camp](#)

### **Education, Training & Awards**

- NCTJ - Lambeth College Sep 2008 - Jan 2009 passed: news writing, media law and PA. Shorthand 100WPM result pending
- Freelance journalism evening course - City Lit London 2006
- English Vogue Talent Writing Contest - Finalist 2005

### **Buckinghamshire Chilterns University College, High Wycombe, Bucks | 2000 - 2003**

BA (Hons) Advertising - specialising in copywriting (2:1)

### **Exeter College, Devon | 1997 - 2000**

Foundation Art and Design (merit)

A Levels: English C, Art A, Theatre Studies, D

### **Beaminster School, Dorset | 1992 - 1997**

GCSE x 8 Grades A\*- C

**Interests** - Careful what you say here. Reading, writing and bike riding are what everyone puts and extreme sports can make you seem like a risky candidate who may take lots of sick days

Current affairs, life drawing, gardening, poker, art (from street art to old masters).