

Samidha Goel

Mohali Sas Nagar, Chandigarh 160062

goelsamidha@gmail.com

+91 98775 67628

Personal Details

Date of Birth: 2000-04-28

Highest Career Level: 2-5 years experience

Total years of experience: 4

Work Experience

Book Editor

Freelance

June 2019 to Present

It is great. The job is amazing. I work as a freelance editor and reviewer.

Freelance

Derabassi, Punjab

May 2017 to Present

- Allocated print space for story text, photos and illustrations according to space parameters and copy significance.
- Recruited and directed writers and illustrators through daily communication via telephone or email.
- Read material to determine index items and arrange items alphabetically or topically.
- Developed content ideas to assign stories to writers.
- Prepared final copies for print by formatting files, deciding on trim size, making aesthetic decisions and determining page count.
- Planned budgets and negotiated contracts with authors and freelance writers.
- Reviewed book content and illustrations for style, grammar, accuracy and consistency.
- Changed and rewrote sentences and Skills paragraphs to maintain story flow.
- Fact-checked books by carrying out research
- Copywriting and editing and confirming sources.
- MS Office Proofread, edited, and evaluated final copy to verify content aligned with established guidelines.
- Process improvement

Content Writer and Editor

Freelance

May 2017 to Present

I have been working as a freelancer content writer for over 4 years now. I have written blogs, articles, scripts and research papers on different topics.

Technical Content Writer

Freelance

May 2017 to Present

I have over 4 years of experience as a freelance technical writer. I write blogs, articles and research papers.

Social Media Marketing

Freelance

February 2017 to Present

I like to read books. I have been reviewing and marketing books for over 4 years now. I have been doing it for self published authors and various publishing houses.

Education

B.A.LL.B. in Law

Chandigarh University - Kharar, Punjab

2017 to Present

Skills / IT Skills

- Microsoft Office
- Line Editing
- Content Writing
- Adobe Premiere
- Video Editing
- English
- Writing skills
- Proofreading
- SEO
- Blogging
- Microsoft Word
- Keyword Research
- Communication skills

Languages

- English - Expert
- Hindi - Expert