

JORDAN LOVE

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EXPERIENCE

EKGAMING, LOS ANGELES, CA

Managing Editor, May 2016 – Present

- Manages EKGaming's content and publishing schedule
- Maintains workflow, schedules and delegations
- Coordinates outreach with gaming publishers, developers and professionals
- Represents EKGaming at various events, meetings and conventions
- Edits articles and site copy to ensure quality and professionalism
- Works with the whole EKGaming team to ensure quality and brand consistency

PHOTOGRAPHER'S FORUM (SERBIN COMMUNICATIONS), SANTA BARBARA, CA

Editor & Copywriter, February 2017 – July 2018

- Works with writers and photographers to identify and create topics for content
- Edits articles and ad copy for both the digital site and the print magazine
- Communicates with advertisers to manage digital and print copy
- Assists editor-in-chief in establishing the look and feel of the magazine
- Works with marketing department to maximize print sales and website clicks
- Coordinates interviews with prospective writers and photographers

RANKER, BEVERLY HILLS, CA

Project Manager/Writer, April 2015 – October 2017

- Wrote articles and lists on a myriad of topics
- Managed a picture attribution project, establishing legal usage rights to thousands of photos
- Sourced images from professional and social media outlets
- Coordinated with editorial staff to ensure appropriate and lawful image usage across the site
- Pitched ideas for site content and direction
- Assisted in the creation of a revised site style guide

THE LATEST, LOS ANGELES, CA

Associate Editor, January 2014 – May 2016

- Managed a small but active editorial staff
- Oversaw the site's entire content creation process
- Edited and reviewed a wide array of articles and site copy
- Coordinated with management and marketing teams to ensure consistency of brand
- Assisted and wrote copy for various marketing campaigns

FREELANCE COPYWRITER & EDITOR

Copywriter/SEO/Editor/Social Media Manager, February 2012 – Present

- Writes articles, editorials and social media posts for a variety of clients
- Adheres to strict deadlines
- Builds brands through social media and general outreach
- Maintains consistent contact with employers through various communication channels
- Manages and adheres to strict budgets and resource banks

EDUCATION

CALIFORNIA STATE UNIVERSITY NORTHRIDGE, NORTHRIDGE, CA

- Bachelors in Psychology
- Associates in English
- Associates in Human and Behavioral Sciences

ADDITIONAL SKILLS

- Extensive writing and editing experience
- Fluent in modern SEO practices
- Excellent communication skills
- Proficient in Office Suite and Drive
- Experience with WordPress and Divi
- Understanding of the AP style guide
- Proficient in Google Drive and Sheets
- Extensive customer relations experience
- Excellent interpersonal skills
- Hiring and staffing experience
- Excellent analytical and research skills
- Outstanding multi-tasking abilities
- Experience in leadership roles
- Proficient in Photoshop
- Experience in newsletter creation and distribution