

Eliza D. Cabana, B.A., M.A.

SUMMARY

Experienced freelance writer and editor with an excellent eye for detail, fact checking acumen, a knack for problem solving, and a passion for connecting audiences with information/ideas using multiple (digital/print/social media) platforms.

- Self-starter, team player, and leader with determined initiative and excellent communication and organization skills; loyal, smart, respected, happy, and easy to work with
- Proficient in Microsoft Office, Google applications, Garage Band, iMovie, CMS platforms; familiar with AP, APA, AMA, Chicago, and MLA styles

WORK EXPERIENCE

Writer-Editor

Meta Aesthetics, LLC; Sagamore Hills, Ohio (2009-Current)

- Provide content direction, writing, and copyediting on freelance basis, including articles, white papers, blogs, web content, video, audio, press releases, social media, and marketing materials

Writer-Editor

The Dermatology Digest (Remote/Contract) • thedermatologydigest.com (2021-2023)

- Wrote, copyedited, and published print and digital content, including weekly newsletters
- Performed website updates
- Managed all stages of content lifecycle in shared Excel editorial calendar
- Managed educational video/podcast programs

Senior Editor

Dermatology Times; North Olmsted, Ohio; dermatologytimes.com (2007-2009, 2013-2020)

- Interviewed, wrote, and edited print and digital content
- Performed copyedits to ensure content relevance, clarity, and correctness
- Owned and applied internal style guidelines
- Published daily website content; sent weekly eblasts
- Oversaw social media content plans/execution

Medical Copy Editor

ProED Communications; Beachwood, Ohio (2002-2006)

- Performed macro- and micro-level copyedits of complex medical materials, including abstracts, posters, and articles submitted to peer-reviewed journals
- Verified data during editing process
- Worked with writers to make substantial edits

Technical Editor

White Sands Missile Range; White Sands, New Mexico (2001-2002)

- Copyedited scientific reports and meeting abstracts

- Worked directly with rocket scientists on substantial edits for abstract proposals
- Possessed interim secret security clearance

Technical Writer/Editor

Louisiana Transportation Research Center (LTRC); Baton Rouge, Louisiana (1998-1999)

- Copyedited civil engineering documents for internal and external audiences
 - Final Report and Technical Summaries
 - Project Capsules
- Wrote updates and summaries for quarterly newsletter, *Technology Today*

EDUCATION

Bachelor of Arts, English (1998); Louisiana State University; Baton Rouge, Louisiana

Master of Arts, English (2001); New Mexico State University; Las Cruces, New Mexico

References available upon request.