

Sofia Quintero

Work Experience

Associate Digital Editor

Assouline - New York, NY

July 2024 - Present

- Produce editorial content for Assouline's digital platforms
- Work with print editors and photo teams to identify, adapt, and track content for digital use
- Collaborate with partnerships team on branded content

Editorial Assistant

ELLE Decor / Hearst Magazines - New York, NY

June 2022 - July 2024

- Executive assistant to the editor-in-chief
- Assisted with all aspects of print production
- Collaborated with market team for photoshoots
- Translated stories for elledecor.com
- E-commerce and SEO writer for elledecor.com

Editorial Intern

Modern Luxury Media - New York, NY

June 2021 - August 2021

- Assisted with research, pitching, fact-checking, writing, copy-editing
- SEO writer for San Francisco Magazine, Modern Luxury Manhattan, Silicon Valley, and the Hamptons

Lifestyle Reporter

TRAFFIC Magazine - San Jose, Costa Rica

May 2019 - August 2019

- Wrote articles for the online and print platforms of TRAFFIC magazine
- Helped with layout and learned the foundations of video and photojournalism

Paris Fashion Week Consultant

Emilie Meinadier Consulting - Paris, France

January 2019 - May 2019

- Created concise and strategic promotional support to introduce clients into the fashion PR network

Education

American University of Paris

Paris, France - Bachelor of Arts | GPA 3.6

2018-2022

Major in Journalism with a double minor in Comparative Political Communication and Fashion Studies

Country Day School

San Jose, Costa Rica - High School Diploma

2014-2018

Graduated with an American diploma with Advanced Placement credits and the Costa Rican Baccalaureate

Extracurricular Work

Peacock Plume Magazine Writer

Writer and reporter for both print and online versions of the Peacock Plume at the American University of Paris

2019-2022

Skills and Proficiencies

Reporting, Interviewing, Writing
Microsoft Excel, Adobe Photoshop, Adobe In Copy

Asana, Canva, Adobe Bridge

CSS, CMS and SEO

E-Commerce Writing

HTML

Fact Checking, Copy-Editing

Time Management

Creativity & Open-Mindedness

Languages

English - Fluent

Spanish - Fluent

French - Proficient (Level C1)

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