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Summary

I am a qualified journalist with excellent communication and organisational skills, and a range of experience in deadline-oriented workplaces; including dynamic offices, newsroom, retail and events. My professional experience in media & publishing includes news writing, interviewing, editorial, multimedia, and proofreading. I enjoy interacting with people and taking on challenges.

Experience



Freelance Writer

Novo-K Procurement Solutions

Apr 2021 - Present (9 months +)

Content producer for Novo-K Procurement Solutions



News Reporter for Supply Management Magazine

Haymarket Media Group

Dec 2018 - Apr 2021 (2 years 5 months)

- Researched and wrote over 500 news articles in specialised areas including procurement, supply chains, digital transformations, and logistics for the online news section of Supply Management Magazine, covering the UK, Asia Pacific, MENA and Australasia.
- Interviewed procurement professionals and other people of interest for online articles.
- Contributed to various areas of the print magazine (i.e., tech briefing, features) and social media.
- Attended conferences and seminars, and reported on talks and events relevant to the readership of Supply Management Magazine.

Junior Journalist for Supply Management Magazine

Haymarket Media Group

Apr 2020 - Aug 2020 (5 months)

- Interviewed procurement professionals, managing directors and CEOs for case studies on companies which have made significant impacts during COVID-19.
- Wrote case studies for CIPS showcasing positive impacts and lessons learnt from procurement professionals and leading companies worldwide during COVID-19.
- Assisted Supply Management Magazine (SM) news team.
- Contacted leading business professionals across all sectors and coordinated virtual interviews.



Editorial Assistant

Haymarket Media Group

Oct 2018 - Dec 2018 (3 months)

- Supported the editorial and creative teams in its transformational work across business media brands.
- Assisted the events team in covering social media, and organising a guest directory. Supported the Professional Member Association communications and conducted research into key performances.
- Led an internal communications newsletter project for business media brands, coordinating the implementation of the project and creation of a newsletter.

- Liaised with the editors and employees across the business media brands, in regards to reviewing the development of the newsletter and collating content.



Editorial Intern

Haymarket Media Group

Aug 2018 - Oct 2018 (3 months)

- Assisted in the preparation of Campaign's 50th Anniversary photoshoot and other photoshoots: sourcing props, organising schedules and providing support on the shoot.
- Researched company archives from the past 50 years, for use in the 50th Anniversary issue.
- Wrote news articles, interviewed people of interest, attended press conference as Campaign representative, and transcribed interviews.
- Co-ordinated with advertising agencies and creatives in order to obtain pictures to support articles.
- Assisted in the production of video interviews for the Head of Video for use in a mini-documentary.

Online Content Editor

Mar 2017 - Aug 2017 (6 months)

- Directed the transfer and organisation of all data from the old website onto the new website. Optimized content and website navigation in accordance with briefing.
- Assisted in the further maintenance of the live site by updating the News and Events pages.

Radio Producer, Social Media Manager, Marketing Assistant

May 2017 - Jul 2017 (3 months internship)

- Presented the World Heart Beat radio show: arranging the organisation, production, and marketing of the show on Wandsworth Radio.
- Managed various social media accounts and created resources to promote events and classes online. Liaised with local and online media for publicity purposes.
- Updated content on the website, including writing event reviews and marketing posts.

Telephone Interviewer

The University of Roehampton DLHE Survey

Nov 2016 - Jan 2017 (3 months)

Jan - Feb 2018 (2 months)

- Supported the collection and submission of the University's Destinations of Leavers from Higher Education (DLHE) survey.
- Organised confidential data into the online survey database.
- Carried out 6 interviews per hour over the phone in a professional manner.
- Independently prioritizing tasks, ensuring the highest possible data quality and response rates.

Education

The University of Roehampton

Bachelor of Arts - BA, Journalism and Creative Writing (2:1)

2015 - 2018

The Cooper School Sixth Form

Associate's degree, English Literature, Sociology, History

2012 - 2014

Skills

Journalism • Web Content Writing • Project Planning • Creative Writing • Feature Writing • Public Relations • Administrative Assistance • Proofreading