

JORDAN NISHKIAN

WRITER | EDITOR

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🌐 www.wordsbyjordan.com

☎ 562-209-4841

SKILLS

Copywriting | Writing | Editing
SEO Copywriting | Proofreading
Content Creation | Storytelling
Project Management
Editorial Production
Building Editorial Calendars
Social Media Management

APPLICATIONS

Airtable	● ● ● ● ●
Canva	● ● ● ● ●
Google Suite	● ● ● ● ●
Hootsuite	● ● ● ● ●
MailChimp	● ● ● ● ●
Microsoft Suite	● ● ● ● ●
Tailwind	● ● ● ● ●
WordPress	● ● ● ● ●

EDUCATION

- **CSU Long Beach (2016)**
BACHELOR DEGREE
Creative Writing
- **CSU Long Beach (2016)**
BACHELOR DEGREE
Anthropology
- **CBEST (2018)**

PROFILE

A versatile team player and a proactive individual with exceptional organizational skills and a passion for storytelling and building connections.

EXPERIENCE

- **LOCALE Magazine** OCT 2018 - PRESENT
EDITOR
 - Schedule and oversee production of all digital and print content
 - Create editorial calendars and devise story concepts for print and web
 - Write and edit stories for print, web, and social media
 - Manage and coach a team of over 100 contributors
 - Build and nurture relationships with subjects, partners, and advertisers
 - Proofread marketing content and materials
 - Go to events and grow the brand through networking
- **eGumball, Inc.** OCT 2017 - OCT 2018
CREATIVE LEAD & POLICY WRITER
 - Supervise and train the Content Department
 - Create, edit, and audit SEO-focused content for web and social media
 - Build social media (Facebook, Instagram, Twitter) accounts for clients to build social presence and increase web traffic
 - Host webinars for the Content Department
 - Build agendas for team productivity
 - Member of the Culture Committee
 - Write and edit each department's policy book
- **Udacity** OCT 2017 - JULY 2018
EDITOR
 - Create educational content for the Digital Marketing Nano Degree app and blog
 - Fact-check, research, and write on current events in digital marketing, social media marketing, and web design industries
 - Create and edit other content within the company as needed