

Natalie Vincent
WEB CONTENT EDITOR AND
JOURNALIST



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LOCATION

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EMPLOYMENT

The Daily Telegraph

Digital production journalist
(freelance)
February 2020 - present

Optimising daily and weekly newspaper copy for the Digital Editions. Assisting the Digital *Telegraph* iPad team ahead of March's migration from Drupal to Twipe CMS. Calling in images, sub-editing captions and headlines for best fit, and main copy in accordance with the *Telegraph* Style Guide.

Active jobsearching

August 2019 -
February 2020

Actively looking for new roles in journalism and content editing. Considering strengths and looking to fill gaps in knowledge, especially in digital content.

Property Week

Web editor (Temporary)
July 2019 - August 2019

Duties included loading the weekly magazine online. In charge of sending out daily, weekly and monthly newsletters. Contributed to writing news daily for the website and sub-editing colleagues' stories before loading online. Compiled weekly web statistics and analysis for senior management.

Maintained website architecture by restyling content. Using CMS to highlight special features and interviews, as well as to promote upcoming events. SEO optimisation of web news, magazine stories and images, providing guidance to team members.

Citywire London

Reporter, *New Model Adviser*
April 2019 - May 2019

(Left due to mutual decision)

Reported on daily news in independent financial advice markets for website and weekly magazine.. Commissioned articles on professional development from chartered financial planners. Attended networking events to record presentations and conduct vox pops.

Career Break

December 2018 - April 2019

After 10 years working solidly in web content and journalism, my redundancy from 3Fox afforded me the chance to rest and refresh myself.

3Fox International

News and Digital Editor
August 2017 - November 2018

Reported on place-making news for 15+ B2B magazine websites on behalf of local councils. Produced weekly newsletters for stakeholders. Attended company events and contributed to magazine features. Led website builds and maintained upkeep. Took part in proofreading duties and created style and company guides.

Theatreland (Nevado Ltd)

Part time Web Content Writer
March 2015 - August 2017

Web Content Writer and Editor
April 2011 - March 2015

Produced written content for live entertainment events in both UK and North America for 100+ websites. Created editorial-style email marketing for targeted USA and London markets to promote ticket sales. Sub-edited copy for existing event content across the websites. Reviewed West End shows for London Theatreland site.

IDP Connect (formerly Hotcourses Group)

Editorial Account Manager
June 2007 - December 2010

Managed over 100 education provider accounts for advertising copy they booked into guide publications and websites. Proofread and checked copy to house style and contributed regularly to editorial for the London-centric publications. Client management and website checking.

Cath Kidston Ltd, senior sales advisor
August 2006 to April 2007

Blacks Outdoor Leisure, supervisor
November 2004 to August 2006

EDUCATION

Bournemouth University

BA (Hons) Multi-Media Journalism
October 2001 - July 2004

NCTJ Reporting
NCTJ Law and Ethics
NCTJ Public Affairs

REFERENCES ON REQUEST

SKILLS

Copywriting
Proof-reading
Sub-editing
Adobe Design Suite
Email marketing
HTML
Content management
News reporting
SEO/UX
Interviewing
Social media