

Elizabeth Jones

jonesthepen@gmail.com
07775250054
<https://jonesthepen.weebly.com/>
[linkedin.com/in/jonesthepen](https://www.linkedin.com/in/jonesthepen)

Freelance Writer and Editor

EXPERIENCE

Freelance Copywriter and Editor

2007 - Present

I have been a freelance copywriter and editor for the last 16 years. During this time I have also worked as an SEO writer, ghost-writer and general content creator.

My clients during this period range from local newspapers and publications to small publishing companies and large websites and blogs.

I am dedicated to delivering high quality pieces of work tailored to suit the needs of each individual client.

Carer

2003 - 2008

For a number of years I worked as a carer assisting elderly people who wished to continue living as independently as possible.

This role saw me take on a variety of tasks from cleaning, assisting with shopping and managing budgets to providing emotional and physical support.

I was required to be responsible, reliable and patient. Discretion and excellent communication skills were also key qualities.

EDUCATION

Open University - BA History

Sep 2018 - June 2021

AREAS OF EXPERTISE

- Website Copy
- SEO Writing
- Concept Development
- Marketing Campaigns
- Ghost Writing
- Design Development
- Emails
- Newsletters

CORE SKILLS

- Detail Orientated
- Reliable
- Flexible
- Proactive
- Responsible
- Confident Communicator

LANGUAGES

- English,
- Welsh,
- French.

RHS, RHS Garden Wisley – Diploma in Horticultural Practice

Sep 2015 - July 2017

Coleg y Cymoedd, South Wales – Certificate in Accountancy and Bookkeeping

September 2015 March 2016

Coleg y Cymoedd, South Wales – First Aid diploma

September 2013

Cardiff and Vale College, South Wales – BTEC Level 2 Diploma in Patisserie

September 2012 - July 2013

EDUCATION (Continued)

Coleg Morgannwg, South Wales – A Level French (B Grade)

September 2007 - July 2009

Coleg Morgannwg, South Wales – GCSE French (A Grade)

September 2005 - July 2007

Coleg Morgannwg, South Wales – BTEC Level 2 in Photography

September 2002 - July 2003

Coedylan Comprehensive School, South Wales – 3 A levels, A-B in Welsh, English and History

September 2001 - July 2002

Coedylan Comprehensive School, South Wales – 4 As levels A-C in Politics, Welsh English and History

September 2000 - July 2001

Coedylan Comprehensive School, South Wales – 10 GCSEs A-C including Maths, Science and English

September 1998 - July 2000

Who Am I?

I am an accurate and adaptable professional. A pro-active, copywriter and judicious editor who consistently delivers accurate, innovative work tailored to meet the individual needs of each client.'

I am an experienced and reliable freelance copywriter and editor. Over the course of my career I have worked for a wide range of clients, delivering original and engaging content to a consistently high standard.

Get in touch to discuss how I can help your project.

