



ELIZABETH ALEX

FREELANCE CONTENT WRITER

CONTACT

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Town, Hadapsar, Pune -
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EDUCATION

BACHELOR OF ARTS: ENGLISH LITERATURE

2013

Pune University, India

COMPUTER SKILLS

Microsoft Office Suite
Google Doc
Prowritingaid
Hemingway
Grammarly

SOCIAL

f fb.me/honestliz

📷 @elizahatwork

🐦 @afreechild

ABOUT

Hi! I am a freelance content writer and a champion of social media tools and technologies, with a track record of creating engaging content for websites and social media. I want to work closely with clients to create innovative, effective content while honing my skills and developing as a prolific writer.

CORE COMPETENCIES

Creating easy-to-read content
Making complex topics simple
Writing great transitions
Crafting compelling conclusions
Selecting the best vocabulary words within a specific context
Developing an attention-grabbing opener
Using the correct style

EXPERIENCE

CONTENT WRITER

Freelance | Feb 2015 - till date

Craft tasteful and engaging articles, put together with thorough research.
Social Media: Develop and manage online marketing campaigns for clients, effectively driving brand awareness, engagement and traffic to social media pages.
Build a strong base of repeat business and serve as the #1 requested content writer.

ORGANIZATIONAL DEVELOPMENTAL SPECIALIST

Clarion Technologies Pvt Ltd, Pune India | Nov 2010 - Oct 2014

Ensured that Human Resources matters are handled fairly and consistently in line with legal and company requirements/ Provided an advisory service to employees ensuring that they are fully aware of their rights and entitlements/ Connected with employees by way of active listening/ Supported the HR Vice-President with the grievance, disciplinary and capability investigations and hearings/ Developed & Implemented policies, practices, processes and systems in pursuit of excellence!