Natalia Iwanek

Toronto, Ontario

natalia@nataliaiwanekediting.com

PROFESSIONAL SUMMARY

Clear and concise copy editor, proofreader, and writer with a strong eye for accuracy and detail.

QUALIFICATIONS

* Excellent command of the English language, with a strong focus on grammar
* Skilled in copy editing, proofreading, and technical language
* Can edit for tone, conciseness, and plain language while following Editors Canada guidelines
* Member of Editors Canada
* Proficient in Chicago, MLA, and APA style guides
* Knowledgeable of proofreaders'' marks in Adobe Acrobat and Track Changes in Microsoft Word
* Native English speaker, Fluent in Ukrainian, Advanced Level Spanish, Working Knowledge of Polish, Beginner French

EMPLOYMENT HISTORY

**Freelance Writer.** August 2019 - Present, Toronto, Ontario.

- Tasks include writing web content, research articles, press releases, resumes, CVs, and personal statements.

**Freelance Editor.** August 2017- Present, Toronto, Ontario.

- Tasks include copy editing, proofreading, and improving style.

PUBLISHED WORK

**In Step with Buenos Aires’ Queer Milongas Scene.** *PassionPassport.* December 2019.

<https://passionpassport.com/queer-milongas-in-buenos-aires/>

**Freelance Editing: A Lifeboat for those Living with Chronic Illness or Disability – Part 1.** *Editors Canada -**BoldFace Blog*. November 2019.

<http://editorstorontoblog.com/2019/11/26/freelance-editing-a-lifeboat-for-those-living-with-chronic-illness-and-disability-part-1/>

**Freelance Editing: A Lifeboat for those Living with Chronic Illness or Disability – Part 2.** *Editors Canada - BoldFace* *Blog*. November 2019.

<http://editorstorontoblog.com/2019/11/28/freelance-editing-a-lifeboat-for-those-living-with-chronic-illness-and-disability-part-2/>

**Budget Backpacking Hacks: Cheap Solo Travel In Mexico.** *BootsnAll*. August 2019.

<https://www.bootsnall.com/articles/budget-backpacking-travel-hacks-cheap-solo-travel-in-mexico.html>

VOLUNTEER HISTORY

**Researcher – Editors Canada – Toronto Chapter.** September 2019 – Present, Toronto, Ontario.

- Tasks include research for an Editors Canada project.

**Writer and Copy Editor– Editors Canada – Toronto Chapter – BoldFace Blog.** September 2019 – Present, Toronto, Ontario.

- Tasks include copy editing and writing articles.

EDUCATION

**Editing Certificate.** Simon Fraser University, Burnaby, British Columbia. 2017-2019.

**Bachelor of English.** Athabasca University, Athabasca, Alberta. 2018-Present.

**Spanish Language Proficiency Certificate - Advanced III.** Escuela Sol Latino, Quetzaltenango, Guatemala, February-June 2017.

**Bachelor of International Studies.** Glendon College - York University, Toronto, Ontario. 2003-2004.

**French Language Proficiency Certificate – Beginner II.** Université Sainte-Anne, Pointe-de-l'Église, Nova Scotia, 2004.

AWARDS

**Athabasca University** AUSU Student Award. Athabasca University, Athabasca, Alberta, 2019.

**Athabasca University Student Award.** Athabasca University, Athabasca, Alberta, 2019.

**York University Entrance Scholarship.** Glendon College, Toronto, Ontario, 2003.

**York University Alumni Scholarship.** Glendon College, Toronto, Ontario, 2003.

**York University Alumni Awards of Distinction.** Glendon College, Toronto, Ontario, 2003.

**Millennium Excellence Award Program**. Toronto, Ontario, 2003.

**The Governor General's Academic Medal.** Toronto, Ontario, 2002.