PROOFREADING
by Jennifer Karchmer
Over the Shoulder Editorial

You are in the right place if you are searching for the professional who takes the time to use her ***fine-tooth comb*** (aka, red pen) to identify and correct embarrassing errors and mistakes that will prevent you from landing those lucrative clients.

With more than 20 years in the editorial industry, I am a professional proofreader who possesses the highest level of ***precision*** and ***detail*** for all English language writing. I provide a ***well-trained set of eyes*** to review your one-time or ongoing projects. I hold a master's degree and a TEFL (Teaching English as a Foreign Language) certification.

I use a ***personalized technique*** developed while working as a ***Wall Street*** editor. I sweep your copy/text identifying typos, inconsistencies, spelling errors, formatting and visual continuity issues.

I also perform ***fact-checking*** and ***copyediting*** for a separate fee.

As a member of the ***Editorial Freelancer's Association***, I adhere to industry standard rates, which you can find here: http://www.the-efa.org/res/rates.php

menus
flyers
posters
memos
newsletters
client letters
media kits
headlines
annual reports
public works signs
academic writing
social media profiles

For quick jobs, you can find me on Fiverr.com (search for jkarchmer)

PhD dissertations
master's thesis
annual reports
white papers
speeches
headstones
funeral notices
obituaries
wedding announcements
public speaking outlines
community advertisements
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Style proficiencies
Chicago
AP
APA
MLA

Contact me today via email: jenniferkarchmer@gmail.com
Go to my website for more: www.jenniferkarchmer.com/overtheshoulder

Jennifer Karchmer

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Client reviews: www.jenniferkarchmer.com/proofreading.html - Reviews

Qualifications

Proofreader 20+ yrs	Internationally published journalist	Award-winning writer
Wall Street Proofreading	Master of Arts degree	ESL Teaching degree

Proofreading Services

Identifying errors in spelling, grammar, syntax, proper names; fact-checking, formatting and spacing, visual acuity, adhering to established style, creating in-house style guide.
Products include: Menus, websites, promotional materials, flyers, brochures, posters, billboards, sandwich boards, signage, wine lists, cocktail lists, seasonal menus, and more.

Selected Client List (US & International)

Silver Reef Casino, Ferndale, WA	Tangiers International, Valletta, Malta
Afloat Floatation Therapy, Bellingham, WA	Naturalbox.com, Stockholm, Sweden
CH Energy Group, Poughkeepsie, NY	www.MaryWestring.com, Brooklyn, NY
Prudential Securities, NY	Gruntal & Co, NY
CNNMoney, NY	The Bond Buyer, NY

Style Guides & Memberships

Associated Press (AP), Chicago Manual of Style (CMOS), American Psychological Association (APA), Modern Language Association (MLA), Editorial Freelancers Association (EFA), National Association of Memoir Writers, Reporters Without Borders (RWB), Society of Professional Journalists (SPJ)

Education

Master of Arts, Communication, Plattsburgh State University, Plattsburgh, NY	2006
Bachelor of Science, Broadcast Journalism, Ithaca College, Ithaca, NY	1991

Selected Career History

Proofreader, Over the Shoulder Editorial, Brooklyn, NY	2015-current
Proofreader, Writer, The Transparency Report, Bellingham, WA	2010-current
Proofreader & Correspondent, Reporters Without Borders, Washington, DC	2010-current
Proofreader, Whatcom Watch, Bellingham, WA	2011-2015
Proofreader, Ulster Publishing, Kingston, NY	2001-2002
Proofreader, Chronogram, New Paltz	2001-2002
Reporter, CNN, New York	2000-2001
Staff Writer, The Associated Press, Albany, NY	1995-1996

Awards & Scholarships

Society of Professional Journalists (SPJ), Washington State Press Association, SPJ Ted Scripps Scholarship, SPJ Terry Harper Scholarship

Languages & Travel

English: native; French: B2-intermediate; France, Iceland, Malta, South Africa, Egypt, Morocco

Computer & Social Media

MS Word, Excel, PowerPoint, Twitter, LinkedIn, Facebook, Weebly website design, Mac & PC proficient