



MICHAEL ANDERSON

DEVELOPMENTAL EDITOR

PROFILE

Proficient Developmental Editor with extensive experience in the academic publishing sector, specializing in the enhancement of scholarly texts and research publications. Demonstrates a meticulous approach to editing that balances the integrity of the author's voice with the necessity for clarity and precision. Expertise in collaborating with researchers and academics to refine their manuscripts, ensuring adherence to publication standards and style guidelines.

EXPERIENCE

DEVELOPMENTAL EDITOR

Scholarly Publishing Group

2016 - Present

- Edited over 100 academic manuscripts for clarity and adherence to publication standards.
- Collaborated with authors to refine arguments and enhance research presentation.
- Conducted peer review processes to ensure scholarly rigor and integrity.
- Developed training materials for new editors on academic editing best practices.
- Managed editorial calendars to align project deadlines with publication schedules.
- Participated in editorial board meetings to discuss publication strategies and author support.

ASSISTANT DEVELOPMENTAL EDITOR

Academic Press

2014 - 2016

- Supported senior editors in the revision of scholarly articles and books.
- Assisted in the development of editorial guidelines and style manuals.
- Tracked manuscript submissions and maintained communication with authors.
- Conducted initial assessments of manuscripts for suitability and quality.
- Organized workshops for authors on effective academic writing techniques.
- Maintained a database of editorial feedback and author revisions.

CONTACT

- 📞 (555) 234-5678
- ✉️ michael.anderson@email.com
- 📍 San Francisco, CA

SKILLS

- academic writing
- scholarly editing
- peer review processes
- editorial policy development
- project management
- training and development

LANGUAGES

- English
- Spanish
- French

EDUCATION

PHD IN ENGLISH, STANFORD UNIVERSITY

ACHIEVEMENTS

- Contributed to a 25% increase in publication output through streamlined editorial processes.
- Recognized by the Association of Publishers for outstanding contributions to academic publishing.
- Published articles on editorial practices in leading academic journals.