

# T. S. Phillips

## Writer

### PERSONAL INFORMATION

Phone

347-276-8051

Email

[tsphillips@protonmail.com](mailto:tsphillips@protonmail.com)

Portfolio

[www.copywritertsp.com/](http://www.copywritertsp.com/)

### SKILLS

Copywriting

Copyediting

Ghostwriting

CMS (e.g. WordPress)

HTML, CSS

SEO and Keyword Optimization

Email Marketing

Adobe Suite Applications

Microsoft Office

Microsoft Teams

SharePoint

Atlassian JIRA

Zoom

Dropbox

Twitter

Instagram

Tumblr

Snapchat

Pinterest

Creative copywriter and journalist with over twenty years' experience writing for printed publications and internet media

### EXAMPLES OF RECENT AND ONGOING WORK

#### Journalism

**C. F. Martin & Co., Nazareth PA** – 2,000 word exposé for America's oldest musical instrument manufacturer, "The Custom Shop Experts," *The Journal of Acoustic Guitars*, Vol. 12, in print late July, 2021. Previous article, "Martin's Revolutionary SC-13E," Vol. 11 page 38; currently on-line at <http://www.martinguitar.com/journal>

#### Copywriting

**Maury's Music, Coaldale, PA** – Ecommerce copy for a top internet merchant of professional-level musical instruments, accessories, and electronics, including the majority of product descriptions, ghostwriting all blog posts, SEO optimization, email marketing projects. <https://www.maurysmusic.com/>

#### Technical Writing

**D-Scope Systems, Inc., New Rochelle, NY** – Editing and updating master training manual for proprietary medical imaging software, creating quick start guides and graphic flipbooks unique to specific practice areas (clinic, operating room, private practice,) designing training modules and writing training video scripts; as well as creating all graphics and videos via Adobe Suite applications.

#### Web Development

**Tapping Bones, New York, NY/San Francisco, CA** – Maintenance and editing of various websites, for progressive web design firm with clients including yoga, martial arts, dance, and social justice sites via multiple platforms and page builders, with an emphasis on WordPress.

**One Man's World, Brooklyn, NY** – Maintenance and copywriting for a cultural news and review website, focusing on events and publications related to art, music, theater, science, and history, including multiple on-going blogs, as well as full page articles. <http://onemanz.com/>

**Previous freelance experience** includes Random House Direct, Hachette Book Group, *NY Times*, *The Tonequest Report*, *Acoustic Guitar*, Women's Media Group, *The Sounding Board*, and Kelley Drye and Warren, LLP, where I spent ten years creating training materials for proprietary Microsoft Office customizations and related document management systems, while serving as IT trainer and helpdesk analyst.

#### Education

BFA/MFA – Ohio University, Athens, Ohio

#### References

Professional and personal references upon request.