

**Rebekah R. Tussing**  
**Editor**  
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**(260) 701-4672**

Editing professional for fiction and nonfiction since 2011. Combines a knack for spelling and grammar with a passion for story, and strives to make every piece the best it can be.

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### **Work History**

Annie's Publishing—Aug. 2013–present

- **Editorial Assistant, Fiction:** Assist fiction department with various administrative and clerical tasks, including record maintenance and contributor payments.
- **Line Editor, Fiction:** Edit manuscripts on a line-by-line basis, checking for spelling, grammar, syntax, order, clarity, character and plot consistency, brand and genre expectations, etc.
- **Editorial Assistant, *Creative Knitting*:** Assisted knitting editor with various administrative and clerical tasks, including deadline management, record maintenance, contributor payments, and process streamlining.
- **Copy Editor:** Accurately and efficiently copyedited all Annie's publications (including multiple magazines, pattern books, video class leaflets, marketing e-mails, ads and more) for grammar, spelling, and adherence to Associated Press or Chicago Manual of Style, as well as house style; maintained and in some cases rewrote house style guides.

Yellow Pages Group—Aug. 2011–Dec. 2012

- **Quality Assurance Specialist:** Accurately and efficiently edited advertising websites for companies throughout Canada for spelling, grammar, client specifications, and marketing department's guidelines.
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### **Professional Involvements**

Freelance Writing Consultant—Dec. 2016–present

- Communicate with writers about specific writing questions and struggles
- Educate writers on grammar rules and storytelling practices so they can understand and improve

Faculty, Taylor University's Professional Writing Conference—Aug. 2016–present

- Prepare and teach classes on spelling, grammar, and elevated writing at annual conference
  - Meet with students one-on-one to assist with individual editing needs
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### **Education**

Taylor University—May 2011

- Bachelor of Science: Professional Writing
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### **Skills**

- Microsoft Office, especially Word
- Excellent communication, organization and attention to detail
- Managing several projects and schedules simultaneously
- Fact checking
- Easily picking up new technology and programs