

MICHAEL BILLINGS

Freelance Writer

(973) 665-9377 • mjbillings@yahoo.com

An accomplished freelance writer and editor with diverse areas of interest: health & fitness, entertainment & media, graphic arts, general business, and human interest. Experience with electronic and traditional media. Detail-oriented with a proven record of managing multiple projects successfully.

Freelance Experience

GreatSkinCare.com - Bryn Mawr, PA

Edited a monthly newsletter targeted to users of the GreatSkinCare website - an e-commerce site selling skin health and beauty products.

Jefferson Medical College - Philadelphia, PA

Edited a series of newsletters for the financial aid department, and edited the commencement program.

Baltimore Magazine - Baltimore, MD

An article on the African penguin exhibit at the Baltimore Zoo, plus a series of articles profiling local businesses.

Spencer/Cygnus - Timonium, MD

A series of articles profiling offset printing companies.

Digital Graphics Magazine - Broomfield, CO

An article surveying the point-of-purchase market.

Northstar Communications - Medina, OH

Edited annual guide of summer camps, and bi-monthly magazine targeted to summer-camp directors. Developed companion web site.

Kane Communications - Upper Darby, PA

An article on theme park ride equipment.

VM+SD Magazine - Cincinnati, OH

An article detailing the makeover of a coffee shop, from an architecture and design vantage.

Foothills Magazine - Boulder, CO

A series of articles on local businesses - focusing on the real estate market.

Westminister Window - Westminister, CO

A series of articles profiling community luminaries.

Professional Experience

Web Editor - BIGPIPE Inc. Manage all operations for a business-to-business web site catering to the cable television industry. Update site daily with content from a variety of sources, as well as original material, and publish a daily e-mail newsletter. Ensure consistency, accuracy, quality and international character of all site content. Continually improve usability and develop new content strategies. Maintain ongoing site search-engine optimization.

Publications Editor - Jefferson Medical College. Managed all of the college administration's publications including its annual report, course catalog, and student and faculty handbooks. Expanded the number of online publications, and consulted on web sites for various administrative and academic departments. Active member of the parent university's web committee.

Managing Editor - National Business Media. Joined company as associate editor of Printwear Magazine, a respected monthly apparel-graphics trade magazine. Rapidly increased responsibilities, eventually assuming overall control of the publication. Managed the entire editorial flow from making assignments to contributors and staff writers, contracting for photography and art production, supervising cover design and page layout, and providing final sign-off. Oversaw the development of the magazine's web site.

Education

Bachelor of Arts, English Literature - Lafayette College, Easton, PA