

# Professional and Experienced Copywriter and EditorProofreader (omaha)



Location

**Iowa**

<https://www.genclassifieds.com/x-694969-z>

We are seeking a talented, creative, and detail-oriented mid-level copywriter and editor/proofreader for our busy company. Experience in corporate communications writing is preferred, but this mid-level position will also be expected to take on a broad range of assignments. Our diverse client list includes a wide variety of B2B and B2C organizations. We're looking for a creative thinker with excellent writing, research, and client-facing skills. You will write and edit copy for a variety of projects (including print, interactive/web, mobile, video, and social media), working closely with the account, branding, and design teams to brainstorm ideas, create concepts, and develop messaging. Extensive research is often required to understand each client's industry, products/services, branding and messaging, and marketing objectives. This position will also provide proofreading/QC functions, helping to ensure that all projects are carefully reviewed for errors and correct spelling, grammar, punctuation, content, and consistency with standard style manuals and client style guidelines. We work in a fast-paced, collaborative environment with a high-volume workload often requiring short turnaround times.

**Primary Responsibilities:** Write original copy and edit copy for a wide range of B2B, B2C, and internal corporate marketing and communications materials. Research and understand the client's and target audience's needs, including Internet searches and review of other material. Proactively obtain information and direction from clients and subject matter experts (e.g., through in-person meetings and phone interviews). Work with a team of account and project managers and creative staff from initial concept

development to review of final product. Revise copy based on client and internal feedback/direction. Assist as needed with writing project proposals, blog posts, and various internal documents. Review print and digital documents for on-time delivery, readability, usage of tone and style, and adherence to guidelines. Experience in this job area within 3-5 years of professional communication experience (scholar portfolio required). Excellent writing and research skills demonstrated. Ability to manage multiple, competing marketing projects for both B2B and B2C clients. Experience in corporate communications preferred. Ability to work independently and on a team to meet deadlines, paying attention to detail.

Excellent organizational skills and ability to coordinate multiple activities and prioritize conflicting demands. Proficiency in Microsoft Word, Excel, and Adobe Acrobat Pro.

Ability to understand scientific and technical literature and "translate" to a general audience. A strong plus.

Familiarity with recognized style manuals is a plus. Ability to understand social media platforms is a plus.

For jobs similar to this, please check out at <https://www.genclassifieds.com/x-694969-z>

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