

TINA HASSANNIA

416.888.5948 | tinahassannia@gmail.com

SKILLS

- **Professional:** Digital Communications, Social Media, Web Publishing, Content Research, Writing, Copy Editing, Line Editing, Editorial Coordination
- **Applications:** Microsoft Office, Adobe Photoshop, Illustrator, InDesign, Dreamweaver, Audition, Acrobat, Premiere
- **Social:** Hootsuite, Tweetdeck, Google Analytics, Gain, Sprout Social, Facebook Ad Manager
- **Web:** HTML, CSS, XML, FTP, Wordpress, Drupal

EXPERIENCE

Freelance writer (2013 to present)

- Stays up-to-date with news and developments in the fields of art, culture, film, television, entertainment and psychology, in order to brainstorm story pitches for editors
- Writes, researches, and edits articles for a variety of publications, including: *National Post*, *The Globe and Mail*, *Variety*, *Village Voice*, VICE, RogerEbert.com, and others
- Interviews subjects and incorporates their voices and ideas into pieces

Copy Editor: Cracked.com (Oct 2016 – Sept 2017)

- Copy-edited articles using the publication's style guide
- Researched information in order to fact-check articles

Web Writer: Ontario Government (Jan 2014 – July 2016)

- Planned, coordinated, and executed the social media division for the Ministry of Natural Resources and Forestry
- Worked with various groups within the ministry to create compelling, shareable stories for various digital channels
- Collaborated with subject-matter experts to reshape the information architecture and content of Ontario.ca

Education Coordinator: Canadian Institute of Health Information (Aug 2011 – Aug 2012)

- Managed the editorial process for new education materials, working under tight deadlines to ensure efficient production cycles
- Updated the Learning Management System to reflect changes in dates and curricula
- Facilitated educational webinars and provided client support to students

Web Strategy Assistant: IBM (June – Aug 2011)

- Designed visual content for the IBM website and Facebook channels and updated HTML/CSS
- Analyzed Google Analytics and assisted with social media strategies to increase web traffic

Communications and E-Services Officer: Industry Canada (Jan 2007 – Feb 2010)

- Managed communications projects and the editorial process for new content on SME Direct, an information portal on ic.gc.ca designed for small and medium-sized business owners
- Taught seminars on digital communications to internal branches and increased awareness about new technology services within Industry Canada

Accommodation Assistant: University of Ottawa (Jan – May 2005)

- Assisted a visually impaired professor in organizing and reading aloud paperwork (billing, filing, technology and other services)
- Transcribed physical notes and data to digital formats

EDUCATION

- B.A. (Hons) in Communication and Psychology (2008) — University of Ottawa
- B.A. (Hons) in Film Studies (2011) — Carleton University

REFERENCES

- Available upon request.