

FELICITY MONCKTON

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Date of birth: 28.8.1960

Nationality: British

Personal Profile

Freelance journalist/sub-editor/editor with 32 years' experience on local and national weekly and daily newspapers and magazines (including Lloyd's List, Insurance Day), plus corporate communications (BT, Barclays) and PR work (Seven Squared, RBC).

Education and Qualifications

1978-1979: Richmond College of Further Education, Spinkill Drive, Sheffield S13
NCTJ Proficiency Certificate in Journalism
Winner of two annual college writing prizes

1976-1978: King Edward VII School, Glossop Road, Sheffield S10
'A' levels: English (A), Economics (C), French (B)
'S' level: English (2)

1968-1976: St Elphin's School, Darley Dale, Derbyshire DE4
'O' levels: Art (C), Biology (B), Chemistry (B), English Language (A),
English Literature (B), French (A), History (C), Mathematics (A),
Physics (B), Religious Knowledge (C)

Work Experience

1989 – present: Freelance journalist/sub-editor, writing/editing for wide range of local and national newspapers and magazines (including Lloyd's List, Insurance Day), in-house corporate journals (BT, Barclays) and PR firms (RBC, Blue Ice Communications, Systems Publicity, Mosaic). Main responsibilities as sub-editor include editing copy and doing full page layout/design of pages, sizing and importing photos, checking/amending proofs, seeing pages through to final stages of printing. At BT, also edited and loaded stories on to the intranet and had full responsibility for the 'Your Photos' section, as editor. Also deputised for chief sub-editor in his absence, liaising with printers/advertisers. At Informa, have done sub-editing for print and online publications. As a writer, work involves doing research, interviewing subjects and creating interesting in-depth features and news items, writing clean and accurate copy to deadline, as well as producing PR case studies and personal profiles on company directors, property magnates etc. Freelance work has given me the experience of working both as a sole operator from home, and as part of a team in an office; the flexibility to adapt to using different software systems, house styles and production methods; and taught me the art of multi-tasking under pressure to complete work to a variety of deadlines.

- 1988-1989: Sub-editor, Evening Gazette, Colchester
- 1985-1988: Sub-editor, Evening Star, Ipswich
- 1982-1985: Senior reporter and sub-editor, Essex County Standard, Colchester
- 1979-1982: Junior reporter, Halstead Gazette

Skills

QuarkXpress, Eidos (Smile/Methode), InDesign, Photoshop,
Microsoft Word, online editing (BT intranet)
Reasonable understanding of French, limited knowledge of Spanish

Interests and Activities

My passion for overseas travel – to everywhere from India and China, to Africa and South America – has given me a greater understanding of other people and cultures, as well as a better grasp of geography! I am also a keen amateur photographer (especially informal portraits) and enjoy outdoor activities such as walking, cycling and camping. With a wide circle of friends I enjoy a varied social life, from attending festivals and riding a motorbike, to going to theatre, ballet and opera.

References

Available on request