

Nicholas Taylor

Editor | Proofreader

Nick@JustWriteRight.co.uk

Just Write  Right

Editing | Proofreading

JustWriteRight.co.uk

Experienced freelance copyeditor and proofreader, ensuring that copy is as clear as possible and free from errors. Specialist fiction editor and proofreader with extensive experience in editing a wide variety of genres, including fantasy, science fiction and romance as well as general fiction and non-fiction.

Skills and qualities

Attention to detail

I pride myself on working carefully and diligently, ensuring that copy is as error free as possible.

This attention to detail includes finding spelling, punctuation and grammar issues as well as formatting, sense, clarity and consistency errors.

“Nicholas’ work was fast, thorough and immaculate.”

-Client

“Great editing service, picked up on things I wouldn’t have noticed after several drafts.”

-Client

Working to budget

In the current publishing climate, securing work that is value for money is very important. I offer competitive and negotiable rates.

“... able to work with my budget which was my biggest concern ...”

-Client

Professionalism

Whether I am working directly with self-publishing authors or with publishers, I am professional, maintaining good communication, dealing with queries and comments sensitively.

“[Nicholas] comments were helpful, thorough and I was surprise how quickly your returned them to me.”

-Client

I am able to work to deadlines and maintain the same diligence and attention to detail.

“... the communication from the start was superb ...”

-Client

Education and training

CPD certificate in copyediting and proofreading

April 2018

The Writers Bureau

The principles of copyediting and proofreading, assessed by tutors to high standards. Covered use of BSI symbols in proofreading and copyediting and how to effectively make suggestions, find errors and correct these appropriately.

Level 2 Information, advice and guidance

November 2018

NOCN

How to give information and guidance to individuals professionally. The course also included working within the data protection act and various equality legislations.

Level 3 English for Academic Purposes

May 2018

Gateway Qualifications

Developing academic style, including a deeper understanding of references, plagiarism avoidance and writing clearly for an academic readership.

BA (Hons) Primary Education

June 2012

Middlesex University

Primary teacher training. This has proved invaluable as a freelance copyeditor and proofreader, especially when giving feedback to authors.

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Previous employment

Sustrans Cycle path fundraiser	A mobile fundraiser as part of the busy London based team. Duties involved communicating with supporters and potential new supporters as well as secure data handling.	July 2016 – December 2016
Various schools Primary class teacher	As a primary teacher, I was responsible for the delivery of the class curriculum, planning and assessment, as well as communicating with parents, staff and other agencies. I was responsible for music provision, including the management and oversight of other staff.	September 2013 – December 2015
Waitrose Customer service assistant	Responsible for serving customers, stock replenishment and maintaining the high customer service standards expected.	September 2006 – September 2011

Other skills

Microsoft Office Software	Able to confidently use the suite of software packages to create, edit and proofread documents and presentations.
Creativity and adaptability	Finding innovative and creative solutions to problems and overcoming difficulties for clients.
WordPress websites	Able to work within WordPress to build, review and edit websites built on this platform.

Professional memberships and associations

Chartered Institute of Editing and Proofreading Entry-Level Member	For training, CPD and advise. Currently working towards membership upgrade, including additional training and qualifications. Formally the <i>Society for Proofreaders and Editors</i> .
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For more information on past projects and to read further testimonials from clients, please visit www.JustWriteRight.co.uk or email me Nick@JustWriteRight.co.uk.