

# Hannah Muniz

[hmuniz.com](http://hmuniz.com) · [linkedin.com/in/hannahmuniz/](https://www.linkedin.com/in/hannahmuniz/) · Seattle, WA

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## Professional Experience

### **Red Ventures Education**

**Seattle, WA**

#### **Senior Editor**

3/2021–present

- Co-manage the [BestColleges blog](#)'s content calendar and oversee refreshes and freelancers.
- Conduct SEO research for potential topics and assess blog performance by analyzing page views, sessions, and SERPs.
- Refresh, copyedit, and approve approximately ten 500- to 1,500-word blog posts per week.

#### **Editor**

4/2020–3/2021

- Served as the first copy editor for 5-7 BestColleges blog posts per week.
- Contributed to content ideation sessions and pitched and wrote occasional blog posts.

### **PrepScholar**

**Remote**

#### **Blog Content Writer**

11/2016–4/2020

- Produced 1-4 articles (1,000-4,000 words) a week for the [SAT/ACT](#), [GRE](#), and [TOEFL blogs](#).
- Copyedited and updated published articles in accordance with the company style guide.

### **Freelance**

**Remote**

#### **Writer and Copy Editor**

11/2015–11/2016

- Composed five in-depth articles for [FluentU's Japanese Language and Culture Blog](#).
- Contributed dozens of short posts on travel and local events to MapQuest Travel.
- Edited and proofread various educational lessons and articles for [Study.com](#).

### **Urakawa Town Board of Education (JET Program)**

**Urakawa, Hokkaido, Japan**

#### **Assistant Language Teacher**

7/2013–7/2015

- Facilitated English lessons on a daily basis at local elementary and junior high schools.
  - Prepared engaging lectures and English-learning materials, such as games and worksheets.
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## Education

### **LARB Publishing Workshop**

**Los Angeles, CA** · July 2019

- Professional development course on book, magazine, and digital publishing.

### **University of Michigan**

**Ann Arbor, MI** · May 2019

- MA in Japanese Studies, 4.00/4.00 cumulative GPA.

### **University of Southern California**

**Los Angeles, CA** · May 2013

- BA in East Asian Languages and Cultures, English (Creative Writing), summa cum laude.
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## Skills & Certifications

- Microsoft Office, Google Drive, WordPress, HubSpot, Forestry, Semrush.
- AP style, Chicago style, MLA style.
- Certified JLPT N2 Japanese-language ability.