

TAMSIN SAVAGE

Date of birth 9 January 1978
Nationality British

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Tamsin Savage is a publications editor and writer with 10 years' experience, including five years working in the UK charity sector specialising in policy and research publications, and two years overseas working in the development sector. She is a meticulous editor and writer with a keen eye for detail. She has a Master's degree in languages and an editorial qualification from the London School of Publishing.

EMPLOYMENT HISTORY

March 2003 to present

Savage Words, London

Director and Editor

- Managing own company offering editing, proofreading, copywriting, production and design/layout services to clients including international development agencies, UK charities and research organisations.
- Clients include: **Shelter** (policy and research publications on housing and homelessness); **AgDevCo** (briefing papers and reports on agricultural development in Africa); **Broadway** (information leaflet, research report and summary on rough sleepers); **Department for International Development (DFID)** (Project Editor (2003–2004) of all outputs of WILD research project, Namibia, including 290pp Final Technical Report); **United Nations Development Programme (UNDP)** (Namibia's Millennium Development Goals Progress Report); **University of Namibia** (distance learning modules); **Namibian Government** (writing summary chapter on ICT for Vision 2030 development plan); **Institute of Public Policy Research (Namibia)** (research papers and annual reports); **The Big Issue Namibia** (sub-editing and writing articles); **The Namibian newspaper** (sub-editing); private clients (editing PhD theses).
- Tamsin resumed working full-time as a freelance writer and editor in January 2010.
- Savage Words was based in Windhoek, Namibia, between March 2003 and October 2004.

June 2005 to January 2010

Shelter, London

Senior Writer/Editor

- Editing, writing and proofreading policy and research publications (reports, discussion papers, briefing papers) within Shelter's publishing department.
- Project management of publication of policy and research outputs (liaison with clients and stakeholders, briefing designers, managing approval and sign-off processes).
- Writing and editing content for Shelter's housing law information website, an online subscription service aimed at housing professionals.
- Writing, editing and proofreading Shelter's housing law publications (SHLU and Housing matters).
- Supervision of other members of legal and policy editorial team.

June 2001 to February 2003

BBC Worldwide, London

Promotions Executive

- Copywriting, editing, proofreading and project management in production of a variety of marketing materials for various BBC departments.
- Layout of marketing materials.
- Management of publication process from brief to printing (liaison with other BBC departments, briefing designers, managing sign-off process with BBC and external producers).
- Updating marketing website aimed at international television buyers.

October 2000 to April 2001

Westzone Publishing, London

Editorial Assistant

- Assistant to Editorial Director of publishing house in all aspects of editorial process.
- Proofreading and copy-editing manuscripts and proofs.

QUALIFICATIONS

MA Joint Honours in Italian and Latin 2:1

Edinburgh University (1996-2000)

Third year spent in Italy studying at Bologna University and working in Milan.

A levels - 4 As English Literature. Latin. Ancient Greek. German.

AS level - B English Language. GCSEs - 5 A*s, 5 As

Marlborough College, Wiltshire (1991-1996)

Dragon School, Oxford (1985-1991)

Editorial Certificate in Publishing (Distinction)

London School of Publishing (January to March 2002)

Writing Freelance Course (Module of Certificate in Continuing Studies)

City University, London (October to December 2002)

Adobe InDesign (Professional training certificate)

London College of Communication, London (October 2009)

SKILLS

Editorial, design/layout and production

Copy-editing. Proofreading. Copywriting. Layout. Design. Image manipulation. Production management. Research.

Computers and web

PC and Mac literate. Microsoft Office, with advanced knowledge of Word. Adobe InDesign. Adobe Photoshop. Mozilla Kompozer. HTML. Web content management (CMS).

Languages

Italian (fluent). French (intermediate). German (A level).

INTERESTS

Travel - Europe. Middle-east. USA. India. Nepal. Africa - 20,000km trans-Africa overland expedition to raise money for CARE International UK's Darfur appeal, October 2004 to April 2005.

Writing. Photography. Art. Music. Literature.

References available on request.