

# Christina Nicole Xenos

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## PROFESSIONAL EXPERIENCE

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**Production Editor** *Los Angeles Daily Journal* October 2005–Present  
*West Coast's most widely read daily legal newspaper*

Design front pages, inside pages and supplements using Adobe InDesign and QuarkXpress. Elect front-page news stories and features. Manage workflow from reporters to editors to press operators, ensuring that daily edition meets production deadline. Tone images using Adobe Photoshop.

**Editor** *North Light/IMPACT Books* March 2003–October 2005  
*Art instruction book division of F+W Publications, based in Cincinnati, Ohio*

Acquired and proposed artists, authors and book projects. Developed, content and production edited 10 illustrated books a year, from proposal acceptance through printing and publication. Worked with authors to help them complete highly marketable materials. Evaluated artwork for aesthetic and production quality. Oversaw design and production staffs to make sure books were on time and on budget. Launched and managed the IMPACT division's Web marketing initiative. Employed freelance copy editors, proofreaders and indexers.

**Editorial Intern** *The Associated Press, Athens, Greece bureau* July 2002– October 2002  
*Global news network, based in New York, New York*

Wrote spot news and features covering breaking international events, including United Nations developments concerning Cyprus' ascent into the European Union. Chronicled U.S. Ambassador Thomas J. Miller's commemoration of the first anniversary of 9/11.

**Feature Reporter** *The Athens News* August 2001–March 2003  
*Athens Ohio's only locally owned newspaper*

Wrote news and feature articles. Localized national and international news stories for the regional audience.

**Editor-in-Chief, Web Editor** *Southeast Ohio magazine* August 2001–April 2002  
*Quarterly magazine covering 20-county region in Southeast Ohio, located in Athens, Ohio*

Managed all aspects of a magazine and magazine staff. Planned and produced the Winter issue. Wrote and edited feature articles. Designed page layouts. Commissioned and retained freelance writers and photographers. Edited photos. Overhauled Web site, increasing traffic to site resulting in new subscribers for *SEO* magazine.

**Copy Editor & Reporter** *The Post* August 1998–June 2001  
*Independent student-run daily newspaper, located in Athens, Ohio*

Wrote feature and spot news articles. Proposed story ideas. Copy edited stories. Wrote headlines. Designed pages, using QuarkXpress. Traveled to cover national events.

**Property Agent & Manager** *C&M Properties* February 2004–October 2005  
*Twenty-four unit apartment building, located in Cincinnati, Ohio*

Marketed residential units to perspective tenants. Served as a liaison between tenants and property owner. Enforced terms of lease agreements. Ensured that property is safe and properly maintained.

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## EDUCATION

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Ohio University, Athens, Ohio, 1998–2002  
B.S. in Journalism, E.W. Scripps School of Journalism  
    Emphasis in magazine journalism  
    Specializations in Spanish and Women's Studies  
University of Alicante, Alicante, Spain, 1999  
Spanish courses in art and language

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## EXPERTISE

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QuarkXpress. Adobe InDesign. PageMaker. Adobe Photoshop. Microsoft Office. HTML. Dreamweaver. Fireworks. Microsoft & Macintosh OS. Associated Press and Chicago styles. Internet research. Clear and efficient visual and written communication. Meticulous eye for detail, style and consistency. Technical troubleshooting.

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## INTERESTS

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Painting. Writing. Pop culture. Current events. Cooking. Travel. Volunteering at a local animal rescue.