

MARY SELVADORAY

PROFESSIONAL SUMMARY

Quality-driven copy editor, with ability to do substantive editing. Familiar with common styles, including AMA, APA, MLA, and CMS styles. More than two decades of experience.

WORK HISTORY

CURRENT POSITION Consultant copy editor with The Clean Copy, India

POSITION Senior Copy Editor; January 2022 to June 2022

COMPANY Newgen KnowledgeWorks, Chennai, India

- Reviewed and edited content for language, grammar, spelling, punctuation, syntax, accuracy, consistency, and style.
- Conducted job studies of books and formulated queries for authors/production editors
- Edited books for Bloomsbury Publishing

POSITION Senior Manager (Journals); June 2003 to 2021

COMPANY QuADS, Chennai, India

- Determined readiness of pieces edited by junior copy editors, made changes, and approved final versions for publication.
- Reviewed articles for grammar, spelling, punctuation, syntax, accuracy, consistency, and compliance with quality standards.
- Rewrote and edited pieces to improve readability and impact.
- Contact: Dr. T. N. Jegdish (tnjegdish@gmail.com)

POSITION Copy Editor (Jan 1998 to Dec 1998; July 2001 to June 2003)

COMPANY Newgen Imaging Systems, Chennai, India

- Reviewed and edited content for correct grammar, spelling, punctuation, syntax, accuracy, consistency, and style.

SKILLS

- Readability improvement
- Substantive editing
- Manuscript evaluation
- Attention to detail
- Excellent command of English
- Knowledge of French
- Very basic knowledge of German

EDUCATION

PhD Theoretical Physics, The Institute of Mathematical Sciences, Chennai
MSc Physics, Loyola College, Chennai; BSc Physics, Stella Maris College, Chennai

