

Simon Daniel Coll

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Profile

Freelance academic editor with a background in history, modern languages and other humanities fields, specializing in language editing for non-native speakers of English.

Key skills

EXCELLENT COMMAND OF ENGLISH

- Frequently edit academic texts written by non-native speakers of English
- Accustomed to producing extended pieces of writing in an academic register (e.g., PhD thesis)
- Experienced in teaching English grammar and vocabulary at a variety of levels as an EFL teacher

EDITORIAL COMPETENCE

- Familiar with an extensive variety of style guides and citation standards: CMOS 17, APA 6/7, MLA 9, MHRA, Oxford HUMSOC

COMMUNICATION

- Capable of communicating complex material to many different audiences:
 - Disseminated my doctoral research in a variety of formats: written (thesis, book review), oral (conference presentation) graphical (research poster)
 - Creatively reinterpreted my research and other historical topics in non-academic contexts (e.g., blog posts)
 - As an LSA, adapted teaching materials and differentiated work for pupils with a range of special educational needs

PROJECT MANAGEMENT & ORGANIZATION

- As a PhD researcher, identified and prioritized project goals and developed a reasonable timeline for completion
- Able to organize multiple writing projects (PhD thesis, conference presentations, book reviews, blog posts) concurrently
- As managing editor of *History to the Public*, worked with writers and other editorial staff to guide posts from conception to publication

PROFESSIONAL RESPONSIBILITY

- Have entered into and abided by a variety of services agreements with my editing clients (direct clients, publishers and editing agencies)
- Scrupulously adhere to my own terms of service and data protection / privacy policy, and have consistently proved trustworthy with confidential client data
- Became versed in and complied with all relevant academic, ethical, administrative and typographical standards as a PhD researcher
- As managing editor of *History to the Public*, developed a conscientious approach to relevant copyright law (e.g., concerning image licensing)

Other skills

Languages English (native), German (CEF level C2+), Polish (CEF level B1), Russian (CEF level B1), French (CEF level B2)

Office software Microsoft Word & Excel, LibreOffice Writer, Calc & Base, Google Docs & Sheets

Project management Trello

Presentation software Microsoft PowerPoint, Google Slides, Prezi

Coding & Markup Markdown, LaTeX

Version control Git (GitHub, Bitbucket)

Operating systems Windows XP/Vista/7/10, Linux Debian/Ubuntu

Education

Department of German, University College London

PHD IN COLD WAR SOCIAL HISTORY

- Thesis title: 'Social perspectives on nationalism, normalization and East German-Polish relations, 1965–1985'

London, UK

2014–2020

School of Slavonic and East European Studies, University College London

MA IN HISTORY, PASS WITH MERIT

- Dissertation: 'The SED's positive *Polenbild* as a flawed instrument of East German-Polish reconciliation, 1972–1980'

London, UK

2013–2014

Churchill College, University of Cambridge

MA IN MODERN AND MEDIEVAL LANGUAGES (GERMAN & RUSSIAN), CLASS I

Cambridge, UK

2007–2011

Experience

EDITING AND PROOFREADING

Freelance editor

DIRECT CLIENTS

2017–present

- Provide structural/developmental editing, line editing, copyediting, proofreading
- Experienced at editing a range of text types, including book manuscripts, journal articles, theses/dissertations, book proposals, blog posts and online encyclopedia articles

Cambridge University Press

FREELANCE COPYEDITOR (BOOK MANUSCRIPTS)

Cambridge, UK

2020–present

Baylor University Press

FREELANCE COPYEDITOR AND PROOFREADER (BOOK MANUSCRIPTS)

Waco, TX, USA

2019–present

University of Bristol Press

FREELANCE COPYEDITOR (BOOK MANUSCRIPTS)

Bristol, UK

2019–present

University of Toronto Press

FREELANCE COPYEDITOR (BOOK MANUSCRIPTS AND JOURNALS)

Toronto, Canada

2018–present

- *Journal of Scholarly Publishing*
- *Canadian Bulletin of Medical History / Bulletin canadien d'histoire de la médecine*
- *Canadian Journal of Film Studies / Revue canadienne d'études cinématographiques*

Oxford University Press

FREELANCE COPYEDITOR (JOURNALS)

Oxford, UK

2018–present

- *Historical Research*
- *Transportation Safety and Environment*

History of the Human Sciences journal

FREELANCE COPYEDITOR

SAGE Publications

2019–present

History to the Public blog

CO-FOUNDER AND MANAGING EDITOR (VOLUNTARY)

London/Cambridge, UK

2014–2018

OTHER EXPERIENCE

Katherine & King's College of London

ENGLISH AS A FOREIGN LANGUAGE (EFL) TEACHER

London, UK

2012

Preston Manor School, Wembley

LEARNING SUPPORT ASSISTANT (LSA)

London, UK

2011–2013

Language Link

EFL TEACHER

Volgograd, Russia

2009–2010