

**Beth Williams**  
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## **Education**

Richard Stockton College of New Jersey. Pomona, NJ  
Master of Arts in Holocaust and Genocide Studies, 2006

- Assistantship, Fall 2005
- Cumulative GPA of 3.95
- Zachor Society member, 2007

Point Park University. Pittsburgh, PA  
Bachelor of Arts in Journalism and Communications, 1996

- Graduated Magna Cum Laude
- William J. Thomas Award: Outstanding Graduating Senior Student - Print Concentration
- Alpha Chi, National College Honor Scholarship Society, member

Community College of Allegheny County. Monroeville, PA

- Associate of Arts in Journalism and Communications, 1994
- Golden Key Transfer Scholarship in Journalism and Communications to Point Park
- Represented CCAC at the National College Newspaper Convention in CA, 1994
- Editor of the student newspaper, "The Collegian," 1993-94

## **Freelance 2001-2008**

### **Author**

- How to Open and Operate a Financially Successful Web-based Business, published by Atlantic Publishing, September 2007
- Nevada Online Traffic Course for TicketRelief.com

### **Freelance Writer**

- Interview sources and write features and news articles for Carteret Business Magazine
- Write newsletter articles on accounting and business topics on a monthly basis

### **Ghostwriting Ebooks**

- House Rabbits
- How to Potty Train Your Dog
- How to Train Your Dog
- Medical Coding/Paralegal
- Honeymoon Travel Destinations
- Family Home Buying Guide

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### **Miscellaneous Ghostwriting**

- Offline Magazine Articles
- Publicity articles
- Press releases
- Brochures
- Marketing letters
- Web content

### **Articles, Audio Scripts and Web, Business and Newsletter Content**

- Dozens of articles on musicians/bands for a concert ticket website
- How to become a virtual assistant
- Fifty smart, easy business ideas
- Content and layout of newsletter for RadioLAN
- A summary of the Sarbane's Oxley Act
- The holiday season at the Jersey Shore
- Feature articles for the monthly publication Bookseller Monthly
- The importance of business and golf for Future Tycoon
- Fifty web pages per week for upstart travel websites
- Buying guides for private client
- Study abroad articles
- Editorial reviews of popular magazines
- Articles for online traffic school
- Rewrite campaign letter for a Congressional candidate's wife
- 28 articles on Fibromyalgia
- Bankruptcy, bad credit, and student loan web content
- Audio scripts on life after bankruptcy, bad credit, legally changing your name
- Daily summaries of Days of Our Lives, General Hospital and Passions for the now-defunct *Soap Bulletin*
- Sales-oriented book reviews for BooksILoved.com
- Maintain advice column and message boards: Business at Web/ B2BiNetwork
- Forty-five articles on musicians/bands
- Series of study abroad articles
- Feature articles for self-defense guru
- Health insurance news articles
- Real estate investing articles
- Articles on anxiety and depression

### **Proofreading and Editing**

- Several books for Atlantic Publishing
- A 600-page novel for first time novelist
- Newsletter for Australian company
- LSAT Study Guides (300+ pages)
- A 224-page novel
- Biblical Studies Master's Thesis
- Telemarketing scripts for online talent agency
- Video script for computer company
- Master's Thesis for computer student
- Body Building Ebook
- Nutrition Ebook
- Edit the audio book "Sherlock Holmes: The Hounds of the Baskervilles"
- Prospective graduate student's entrance essays and writing samples
- Employee rebuttal letter and letter of recommendation
- Edit business plan for new, national organization; reformat executive resume; write short bios
- Book summaries for an upstart business in Southern California
- Edit transcripts to be published in book/workbook/report form

### **Web Content Reviews, Research, etc.**

- Web content review for a trading website and a tour company
- Content for Bidnow.com
- Interview clients for a resume company
- Transcribe handwritten documents for private clients
- Transcribe interviews for a biographer and an author
- Research unusual and interesting facts on reptiles/insects for a children's book

### **Graduate Research/Papers**

- (Thesis) The Media & Genocide: "How The Media Covered The Rwandan Genocide"
- Northern Ireland: A Case of Genocide?

- Forgotten Promises: The United States' Refusal to Officially Recognize the Armenian Genocide
- Genocide Ignored: The Ukraine Famine of 1932-33
- The Debate Over the Uniqueness of the Holocaust
- The Study of Oral Testimony: Hanna Erlich
- Silenced Voices: The Mentally Ill during the Holocaust

## **Experience**

*Creative Inklings, LC*

*April 2004 to present*

Owner and founder of full-service writing firm, providing superior service to a full-range of clients. Engage in aggressive marketing campaign, negotiate with clients, and provide quick turnaround.

*Pet Sitters of Lexington*

*June 2008 to present*

Co-owner of Pet Sitters of Lexington, offering pet sitting services, including in-home pet sitting, overnight pet sits, daily dog walks, and pet taxi. Responsible for marketing, including writing of content for [www.petsittersoflexington.com](http://www.petsittersoflexington.com), brochure and press release writing, and article marketing.

*Demand Studios*

*May 2008 to present*

Freelance writer providing content for Web sites affiliated with Demand Studios, including [www.ehow.com](http://www.ehow.com).

## **Writing Classes/Seminars**

Fundamentals of Non-Fiction Writing (Writer's Digest Online University), Fiction Writing (Vermont College), Novel Writing I (Writer's Digest), Marketing Bootcamp (Writer's Weekly University), Freelance Writing Seminar and Creative Writing course (CCAC), Various Writing Seminars (National College Newspaper Convention and Virginia Festival of the Book).

## **Awards**

Zachor Society inductee 2007; Who's Who Among Students in American Universities and College recipient 1994-95, 1995-96, 2005; William J. Thomas Award: Outstanding Graduating Senior Student - Print Concentration 1996; Alpha Chi, National College Honor Scholarship Society, inductee 1995; Golden Key Transfer Scholarship in Journalism and Communications to Point Park 1994; Represented CCAC at the National College Newspaper Convention in CA, 1994; Point Park College Dean's List: Fall 1994, Spring and Fall 1995, Spring 1996; The National Dean's List, 1994-95; National Collegiate Communication Arts Award, 1995, 1996; United States Achievement Academy All-American Scholars, 1995, 1996.

## **Stylebooks**

AP Stylebook, Chicago Manual of Style, Gregg Reference Manual, MLA.

## **Computer Skills**

Photoshop, FrontPage, Publisher, PageMaker, Microsoft Office, Corel, Quicken.