

# Liz Galvao

Extremely detail and deadline driven writer, editor, and content programmer with 15 years of experience in streaming video, comedy, and women's media.

## Skills Summary

Adobe Premiere Pro  
Adobe Photoshop  
WordPress  
Final Draft  
Google Suite

## Work Experience

Coordinator, Content Programming

Funny Or Die

Apr 2022 - July 2023

- Managed video and social media platforms totaling over 40m subscribers
- Managed, edited, and published short-form vertical content to TikTok and other platforms

Digital Fulfillment Operator  
SONY + Deluxe

Dec 2020 - Apr 2022

- Handled a high volume of content QA requests, validating image, video, audio, and caption media assets against a variety of client and internal specifications

Writer and Editor  
Freelance

Jun 2011 - Present

- Write and consult on brand copy, speeches, and press releases for brands, creators, and charitable organizations
- Contribute writing to Refinery29, Reductress, BUST Magazine, McSweeney's, and more

Content Programming  
Specialist

CollegeHumor/Dropout

Apr 2017 - Jan 2020

- Programmed featured content and playlists for DROPOUT.TV, highlighting new releases and library content

## Educational History

Vassar College  
Bachelor of Arts

- Major: Film
- Studied screenwriting and filmmaking

## Contact me at:

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