



PROFILE

RINAT KRAKOVSKY

CONTENT WRITER

Passionate Content Writer

My forte is creating & building engaging content

Address: Savyon 18, Ramat-Gan

Phone: +(972) 50 6315 607

email: rinat.krak@gmail.com

Languges: Hebrew, English



WORK

2019 -now

Nachshon Films • Administrator Assistant - Part Time

Operating films Catalog inventory, Producing daily reports & creating monthly newsletters, Coordinating meetings and ordering office supplies

2018 - 2019

Israel Tech Policy Institute • Content Editor & Personal Assistant

Content for Social Media & Website + Google Calendar Management

2015 - 2018

Infinity Media • Content Editor

Managing content for over 100+ WordPress websites, building links, Editing content for SEO, writing titles & meta descriptions



FREELANCE JOBS

2019, Content Editor, Channel 20

Writing and Editing online content for the Consumer section of Channel 20's website

2019, Content Writer, Momentum

Writing articles for Momentum's website and creating quizzes via PlayBuzz platform



Excel



Word, PPT



Photoshop



WordPress



MailChimp



EDUCATION

2012-2015

Sapir College • Bachelor's degree in Culture Studies

Bachelor of Fine Arts Major in Writing & Editing

2007-2009

Mandatory Military Service • HR Coordinator • Corporal Rank

Producing attendance daily reports and Managing Commander schedule