

Copy Editor

Responsibilities

- Copyedit, fact check, and proofread promotional and nonpromotional materials, from manuscript through final production, for HCP and consumer audiences
- Work closely with internal account teams, art directors, copy editors and copywriters to ensure we produce high-quality materials
- Maintain editorial accuracy and style/format consistency based on *AMA Manual of Style* and client preferences

Qualifications

- 3+ years copyediting/proofreading experience at a marketing agency (focused primarily on life science industry), healthcare organization, or pharmaceutical company
- Working knowledge of *AMA Manual of Style* and comfortable adhering to client-specific style guides
- Familiarity using PubMed and working with references/core claims to perform fact checks
- Proficient using Adobe comment and markup tools
- History of managing multiple projects under tight deadlines
- Ability to work independently and search for the answers you need
- Detail oriented, organized, flexible

Important information about Benchworks

- Established, stable agency with a history of success
- Excellent benefits
- Agency values high standards of work
- Agency rewards loyalty and quality work
- Office is an open-plan environment with mix of account and creative team members
- Extensive training opportunities/continuing education
- Opportunity to use and further develop skills/expertise
- Team-based culture

About Benchworks Inc.

Benchworks Inc. is dedicated to advancing the commercial goals of life science clients through a family of companies that provide award-winning strategy, design, production and implementation of complete marketing, branding, pharmaceutical distribution, technology and commercialization services. Benchworks Inc. includes: Benchworks Health, a full-service communications agency, and Safe Chain Solutions, a national distributor of pharmaceutical products and medical supplies.