

**Work History**

**Freelance writer and journalist** specializing in technology and science: 1992 - present.

**Mechanical Engineer:** 19 years. Specializing in electro-mechanical packaging design. Direct employment and/or contract employment at Motorola, Fluke, Boeing, Honeywell Marine Electronics, Eldec Corporation, Carver Corporation, Digital Systems International (Now Mosaix), ATL, and Medtronic Physio-Control Corporation.

**Current / recent projects:**

**Freightliner, LLC.** Portland, OR: Writing online courseware for dealer sales staff.

**Western Star Trucks,** Willoughby, OH: Writing online courseware for sales staff.

**Toastmaster/Salton.** Columbia, MO: Writing owner's manual for several home appliances including a coffeemaker, LCD TVs and DVD players.

**Abbreviated summary of past writing projects:**

**Alaska Unusual.** Langley, WA. Summer, 2003 - present • Research and write articles and itineraries about luxury adventure travel in Alaska, British Columbia, Washington and Oregon. Articles were published in-house for travel clientele.

Contact: *Bill Fletcher, bill@alaskaunusual.com, 360-221-2747*

**Toastmaster-Salton.** Columbia, MO. 2003. • Researched and wrote content for owners' manuals for a new line of "smart" appliances: microwave oven, coffeemaker, breadmaker, and an Internet appliance/entertainment center "Home Hub."

Contact: *Charlie Williamson: williamsoncharles@earthlink.net, 573-445-8666*

**iCEBOX, LLC.** Seattle, WA. 2001 - 2004 Wrote and formatted an owner's manual for an LCD/TV. • Wrote, edited, formatted, and managed illustration production of user guides and service manuals for two models of the iCEBOX™, an Internet/TV/DVD player/home security appliance. • Developed in-depth product fault trees with hypertext links for use by customer service personnel.

**Medical Dynamics, LLC.** San Francisco, CA. 2000 - 2001 • Researched, wrote, managed illustration production and managed translations (Italian, Spanish, French, German) of FDA/CE compliant operating instructions for pneumatic circulation enhancing slippers. Subcontracted by Drug and Device Development Company, Redmond, WA.

**TeleMedic Systems, Ltd.** Charlotte, NC. 2000 • Assisted TeleMedic Systems in acquiring expedited FDA approval for its product, VitalLink 1200, by providing written reports based on my extensive research and analysis which proved that all the critical components of the device were already in use in other FDA-approved medical devices. Subcontracted by Drug and Device Development Company, Redmond, WA.

**Arteria Medical Science, Inc.** San Francisco, CA. 2000. • Wrote, managed illustration production, managed translations (Italian, Japanese), page layout, and print production of FDA compliant operating instructions for the Parodi Anti-Emboli System, a device intended to prevent emboli dislodged during carotid artery angioplasty from reaching the brain. Subcontracted by Drug and Device Development Company, Redmond, WA.

**Murray Franklyn Family of Companies.** Bellevue, WA. 2000. Wrote two user manuals for a newly launched customer service Web site. One manual was written for home owners, one for in-house customer service representatives. Subcontracted by Redmond Technology Partners, Redmond, WA.

**Northwest Motorcycle Rider Magazine.** Lynnwood, WA. 1998. • Wrote a monthly column "Women's Wheels" on the theme of women and motorcycling. Topics sometimes assigned by publisher but usually my choice. Articles included book, film, and product reviews, and coverage of competitive and recreational events. Information gathering included Internet research, attendance at local events, and conducting interviews. No longer in publication, unfortunately.

**Sacred Heart School.** Bellevue, WA. 1999-2001. • Managed production of the annual 150-plus-page auction catalog for the school's annual fund raiser. Responsibilities include coordinating with auction committees to obtain catalog content, obtaining advertisers' copy and graphics, copy editing, desktop publishing and print production.

**Inroad, Inc.** Seattle, WA. 1998-99. • Researched and wrote case studies analyzing the needs and specific benefits of wearable computers for locally mobile workers in the following industries: semiconductor, aircraft maintenance, petrochemical, water/waste treatment, public utilities, plant maintenance, and site security. • Wrote data sheet copy. • Wrote operating instructions for the InRoad wearable computer.

**Medtronic Physio-Control Corporation.** Redmond, WA. 1993-01. • Researched and wrote operating instructions for the LIFEPAK<sup>®</sup> 500T defibrillator trainer. Managed illustration production, translations (15 languages), and field review of the manual, data sheets and device prompts. • Researched and wrote operating instructions, service manuals and data sheets for the FIRST MEDIC<sup>®</sup> product line. • Researched and wrote a cover-to-cover revision of the LIFEPAK<sup>®</sup> 10 defibrillator service manual, a major addendum to the LIFEPAK<sup>®</sup> 10C defibrillator service manual, a user guide for CODE STAT<sup>™</sup> software, a user guide for QUIK-PACE<sup>™</sup> disposable electrodes, and operating instructions and service manual for the Battery Support System<sup>™</sup> 2. • Researched, wrote, and validated the “disassembly/reassembly” sections of the service manuals for the LIFEPAK<sup>®</sup> 11 and LIFEPAK<sup>®</sup> 12 defibrillators.

**Weyerhaeuser Company, Inc.** Federal Way, WA. 1999. • Researched and wrote teaching manuals and scripts for employee training on band saws and circular saws.

**Precor USA, Inc.** Woodinville, WA. 1999. • Researched and wrote an incoming inspection procedure to assure uniform standards for accepting or rejecting rotomolded plastic components. Required interviews with manufacturers and in-house SMEs, and conducting meetings with key players to develop consensus and buy-in for the new procedure.

**Evergreen Sensor Technology Corporation.** Issaquah, WA. 1998. • Researched, wrote, managed photo production, and designed a data sheet for a mini-beam infrared source used in spectrographic devices for gas analysis.

**Microscan Systems, Inc.** Renton, WA. 1995-97. • Wrote marketing data sheets for barcode scanners and press releases announcing new products and company news. • Researched and wrote a white paper promoting the advantages of newer matrix symbologies over standard bar codes.

**The Hacker Group, Ltd.** Bellevue, WA. 1996-2000. • Researched and wrote marketing white papers on diverse topics for Hacker Group clients including Clinitec, Netcom Online Communications Services, IBM, and Qquest.

**Freelance magazine writing.** 1993 - 96. • Articles published in three issues of *Northwest Runner* profiling top northwest runners. One article published in *InSync* (published by Medtronic Physio-Control, Inc.) documenting the story of the first ECG taken on a humpback whale.

#### Professional Data

**Education:** BSME, Arizona State University, 1974. BA (Linguistics), Seattle Pacific University, 1981. Certificate in Technical Writing, University of Washington, 1993.

**Languages:** Italian (fluent speaking, reading, writing), French, Spanish (reading/writing only).

*References available upon request.*