

## **William Budd Bartleby**

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### **Objective**

Technical Writing/Marketing Communications

### **Summary of Qualifications**

Project management; Technical writing and editing; Development of PSA's, newsletters, advertisements and other marketing materials; Web development; Grant writing; Development and delivery of on-line customer support tools; Database creation; Intranet management and support; Developing and posting product training upgrades; Editing on-line training and technical support material; Generating reports; Proficiency with MS Office, Framemaker, DreamWeaver, Cold Fusion, HTML/XML/DHTML, CGI scripts, FTP tools, RoboHelp and WinHelp; Maintenance and management of e-commerce site and server

### **Education**

**Certificate in Technical & Professional Writing**, June 2007  
Portland Community College, Portland, Oregon

**B.A. in English**, June 2005  
Reed College, Portland, Oregon

### **Experience**

**Contract Writer**, March 2005 – Present  
Various Clients throughout Pacific Northwest (Partial list available on request)

**Technical Writer Intern**, February 2007 – June 2007  
Intel Corporation, Hillsboro, Oregon

**Asst. Manager**, June 2002 - Present,  
North By Northwest Books, Beaverton OR

References and portfolio on request