

Blane C. Holden

100 Main Street Boise, ID 83716 (555)555-5555 myname@gmail.com

Objective

I am seeking a position as a **technical writer/editor** or **information architect**, where my documentation and software development experience can contribute meaningful support to your technical communication and information design projects.

Skills and Abilities

Core Skill Set:

- Developing training programs and documentation for engineers and technicians
- Creation and maintenance of support documentation and websites
- Data extraction, analysis, and applications programming
- Bilingual: English and Spanish

Software Tools:

- Office 2007/10
- RoboHelp 7
- SharePoint
- FrontPage
- Publisher
- InDesign
- FrameMaker
- Documentum
- Dreamweaver
- Photoshop

Programming Tools:

- Perl, Perl/Tk
- C
- UNIX Shell
- HTML
- XML, XMetal
- JavaScript
- Oracle
- Sybase
- mySQL

Operating Systems:

- Windows XP
- Windows Vista
- Solaris
- FreeBSD
- OpenBSD
- Linux

Education

Boise State University, Boise, Idaho
BA in English/Technical Communication

Key Course Work

Technical Rhetoric and Argument
TechComm Applications
Technical Editing

Print Document Production
Web Document Production
Nonfiction and Fiction Writing

Training and Certifications

- O'Reilly University of Perl 2000
- Oracle SQL and PL/SQL Programming 2000
- Novell 3.X/4.X Network Supervisor 1994/1996

Honors

- BSU, Dean's List for Academic Excellence 2009-2010
- Guest Speaker, Idaho Writer's League 2009
- Board Member, Ada Community Library Board of Trustees 2004
- Wood Badge Adult Leadership Training, Boy Scouts of America 2002

Employment Experience

<i>Clearwater Research</i>	<i>Boise, ID</i>	2010–present
Telephone interviewer for CDC Public Health studies		
<i>Partners in Crime</i>	<i>Boise, ID</i>	2009–present
Newsletter editor and website manager		
<i>Unintended Victim</i> by A. Abderhalden	<i>Boise, ID</i>	06–08/2009
Manuscript editor		
<i>Micron Technology, Inc.</i>	<i>Boise, ID</i>	2003–2008
Engineering Tech: Programmer and Technical Writer Software development and documentation, project management, and training of engineers and technicians		
<i>Contract Webpage and Programming</i>	<i>Boise, ID</i>	2002–2003
Developer, freelance Software, website, and network design/support		
<i>Interland, Inc. (formerly Micron Internet)</i>	<i>Boise, ID</i>	1999–2002
Software Engineer, III Web development and accounting/provisioning systems design		
<i>Micron Technology, Inc.</i>	<i>Boise, ID</i>	1989–1999
Software Engineer, II Software development and documentation, and training program development Received three U.S. Patents for software and process designs		
<i>Unisys Defense Systems</i>	<i>Salt Lake City, UT</i>	1984–1989
Programmer/Jr. Engineer Real-time simulations design and project management		

References

Available upon request