

# Technical Writer III

William D. Lewis, Jr.

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**PROFESSIONAL SUMMARY:** 25 years' experience with a reputation for stepping into projects cold and hitting the ground running, immediately producing results. Efficiently self-manages projects, resulting in rapid deliverable turnarounds. Brings imaginative outside-the-box problem-solving to every task.

**PREFERRED POSITION:** Solo-writer opportunity with an engineering department or manufacturer that values high-quality useful documentation.

## ATTRIBUTES

- Enthusiasm and Curiosity
- Coming Up to Speed—Fast
- Deep Analysis
- Exceptional Productivity
- Raising the Bar/Continuous Improvement

## EXPERTISE

- Electrical Schematics, Ladder Diagrams
- Complex Mechanical and Hydraulic Systems
- Photography, Photo Editing, Creating Schematics
- High-quality writing from scratch, quickly
- Word, Framemaker, InDesign, Photoshop

## PROFESSIONAL EXPERIENCE (Most Recent)

**TopTier, LLC Portland, OR (3/2017 – present)** Indep. contract. Complete revision of all technical manuals.

**Advance Storage Systems, Salt Lake City UT (11/2016 – present)** Contract. Wrote and illustrated a 250-page O&M manual for an automated rack storage system. Currently creating an installation manual. (Adobe Framemaker/Photoshop)

**Pierce Manufacturing, Eugene, OR (2/2016 – 10/2016)** Indep. contract, as needed. Updated 4 Installation and Operation manuals for field irrigation systems. Created a new product catalog. (Adobe InDesign/Photoshop)

**Northwest Community Credit Union, Eugene, OR (11/2015 – 10/2016)** Contract, full/part-time remote. Policies and procedures, mainly for IT department. (Word)

**Peterson-Pacific, Eugene, OR (2008 and 8/2014 – 10/2015)** Indep. contract. Wrote and repaired operation and maintenance manuals for industrial wood grinders and whole-tree chippers. (Adobe Framemaker/Photoshop)

- Developed troubleshooting and repair procedures for electrical, hydraulic, and control systems. Wrote two new service manuals. All procedures heavily illustrated with photographs.
- Considerable time spent on factory floor observing complex assembly processes and interviewing technicians.
- Created electrical system schematics to illustrate machine grounding and start circuits.

**Manitowoc Cranes, Manitowoc, WI (2013 – 2014)** Employee. Wrote and repaired operation and maintenance manuals for engine, hydraulic, electrical, and mechanical systems. Created PI&Ds to illustrate electro-hydraulic subsystems. Number of projects completed were far in excess of expectations. (Adobe Framemaker)

**Goldwind Energy USA (2012)** Contract. Utilized electrical schematics to create completely new *electrical installation, pre-commissioning, and commissioning* instruction manuals for utility-scale wind turbines. Climbed wind turbine towers to obtain photos and interview technicians. (Adobe Framemaker/Photoshop)

## EDUCATION

**M.S., Rhetoric and Technical Communication**  
Michigan Technological University (1988–1990)

**B.S., Automotive and Heavy Equip. Management**

**A.A.S., Heavy Duty Engine Technology**  
Ferris State College (Michigan) (1984–1987)

## CERTIFICATIONS/TRAINING

PPA-certification Technical Procedure Writing 2016

ABYC Master Marine Technician 2012-2014

Hydraulic Systems (40 hr.), Manitowoc Cranes 2013

CAN Bus System (40 hr.), Manitowoc Cranes 2013

Industrial Engine Diagnostics (40 hr.), John Deere '05

SELECTED PROJECTS (mostly contract—agency and independent)

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**Automotive/Heavy  
Equipment**

**AmClyde Engineering (National Oilwell), St. Paul, MN (2000 and 2004)** Wrote and repaired operation and maintenance manuals for marine cranes and winches, specializing in explaining electrical controls.

**Northwest Motor Co./Wollard Airport Equip., Eau Claire, WI (1994 – 1997)** Wrote and repaired operation, maintenance, and repair manuals for earth-moving and airport ground support equipment (ATA 101). Single-handedly ran the publications department. Converted existing manuals to electronic format using Framemaker.

**Lake Shore, Inc., Kingsford, MI (1990 – 1991)** Repair manual for U.S. Navy shipboard salvage crane.

**Technical Writer, Detroit, MI (1987 – 1988)** Shop manual repair procedures for all automotive systems.

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**Wind Power**

**PPM Energy (now Iberdrola), Portland OR (2008)** Developed procedures and forms for a wind farm work control policy manual. Traveled to wind farm site to interview technicians.

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**Process Control &  
Manufacturing**

**Solid Controls, Minneapolis (2002)** Set of 3 manuals (PLC Installation, Operation, and Software) for a new PLC product.

**Voith, Inc., Appleton, WI (1991 – 1994)** Wrote operator manuals for papermaking machines with emphasis on electrical controls and CAD illustrating. Single-handedly ran technical publications department. Converted all manuals to Framemaker.

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**Aircraft  
ATA 100  
Mil-Spec**

**Columbia Helicopters, Portland OR (2010)** Six-month contract updating ATA-100 helicopter maintenance manuals. Worked in close consultation with maintenance technicians to document and verify complex maintenance and repair tasks.

**Dukes, Inc., Minneapolis MN (2006 – 2007)** FAA installation manual for an aircraft pressurization control system.

**Cenco, Minneapolis, MN (2000, 2003, and 2004)** Wrote manuals for aircraft turbine engine test facilities—calibration procedures for control and test system sensors, signal conditioners, etc.; theory of operation for fuel, pneumatic, and hydraulic systems and their associated measurement and control devices.

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**Unique Projects**

**Donaldson Co., Minneapolis, MN (2000 and 2003)** Wrote assembly, operation, and maintenance manuals for gas turbine air filtration systems.

**MTS Systems, Minneapolis, MN (2/1998 – 10/1999)** Wrote operation and maintenance manuals for robotic dinosaurs and a roller coaster launching system (Universal Studios Florida theme park), and maintenance manuals for several biomedical test devices.

**Oregon (2010 – 2012)** Numerous: Volunteer electrician, maintenance worker, solo logging business. Marine technology coursework and classes.

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**Marine**

**Viking Yacht Company (2007)** Repaired and updated more than a dozen operation and maintenance manuals.

**Military**

**U.S. Navy, Electrician's Mate 2nd Class (1976 – 1980)** Maintained, operated, and repaired motors, generators, lighting, and power distribution equipment in aircraft carrier and submarine engine rooms. Competent troubleshooter of electrical circuits.

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