

Technical Writer III

William D. Lewis, Jr.

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Current project: Writing an operation and maintenance manual for a newly designed and built Automated Retrieval and Storage system which includes 4-5 automated vehicles.

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.

DESIRED POSITION: Seeking an opportunity with a manufacturer or power plant which values high-quality useful documentation and welcomes good ideas and efficiency improvements to their processes.

ATTRIBUTES

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

EXPERTISE

- Electrical Schematics, Ladder Diagrams
- Mechanical and Hydraulic Systems
- Photography, Photo Editing, Creating Schematics
- High-quality writing from scratch, quickly
- Advanced Skills: MS Word, Adobe Framemaker, and Adobe InDesign

PROFESSIONAL EXPERIENCE—Recent

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

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

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).

- Developed troubleshooting and repair procedures for electrical, hydraulic, and control systems. Wrote two new service manuals. All manuals heavily illustrated with self-taken photographs.
- Used Adobe Photoshop to crop, size, brighten, remove background, clone areas, and other edits to ensure clear photographs.
- Considerable time spend 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. Observed factory processes and created manufacturing instructions using Word and PowerPoint. Number of projects completed were far in excess of expectations.

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.

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)

**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.

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.

**Process Control &
Manufacturing**

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

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.

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) Volunteer electrician, maintenance worker. Solo logging business. Marine technology coursework and classes.

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.
