

Stanislaw Chalicki

Seattle, WA

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www.stanislove.com/resume/resume.htm

Web Content Editor, UI Designer, Technical Writer, and German Localizer feeds on creative challenges. I am an experienced business operator with a wide computer background, detail-oriented and passionate about clear communication. Contract, full-time only; part-time considered for non-profits. Able to travel up to 25% of the time; will not relocate from Seattle.

Dear Employer:

I have a wide computer and Internet background as well as experience in UI design, German localization, and music. My strong preference is to work with creative people in a dynamic, multi-cultural or multi-lingual environment.

From 1995 to the present, my chief experience has been with small- to medium-sized businesses and non-profit organizations. I can handle several projects simultaneously.

What Sets Me Apart:

- ✓ Before starting a project, I ensure that my clients thoroughly understand the purposes and objectives of their website within the context of their business.
- ✓ I develop content according to the needs and perceptions of a website's target audience, taking care that my clients are not embarrassed by misspellings or awkward grammar, and that the content's tone is consistent throughout the document or website.
- ✓ I apply proven, common-sense user-interface principles to design sites based on how average adults acquire and track information, and employ appropriate technology to achieve clear communication of a client's message.
- ✓ I am a creative thinker and disciplined manager who knows how to get the best out of my colleagues and subcontractors.

Business Skills and Experience:

- ✓ **Web User-Interface Design:** Assess target audience's response to a variety of layout scenarios, through either client interview or usability testing. Goal is to evoke a desired response from the visitor and facilitate intuitive navigation.
- ✓ **Website Design and Maintenance:** Create sites containing text, images, video, sound, interactive forms, and plug-ins; design Web site user interfaces for optimal simplicity and visual acuity; organize content; test and troubleshoot site features; publish on-line and maintain updates.

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- ✓ **Content Editing:** Develop content for web, promotional, technical materials for public and corporate audiences, employing appropriate editorial techniques and communication styles; research, write, format, and edit content for web-based products, prototypes, and testing as well as for external and internal presentation materials; provide editorial review and writing support for end-user instructional materials, both printed and on-line; confer with team members, customers and technical experts to ensure completeness of content, technical accuracy, appropriate tone, and brand editorial style.
- ✓ **Technical Communication:** Turn descriptions of technical abstractions and complex systems into comprehensible language; ensure that business communications are clear and concise.
- ✓ **Web Technical Production and Consulting:** Develop technical specifications for websites; plan and review user interface design and navigation as well as site architecture for new products and features; coordinate among cross-functional groups to identify challenges; act as a liaison between creative staff, content editors, and technical teams; direct translation into foreign languages; oversee launch.

General Skills:

- ✓ **German Translation and Software Localization:** Translate technical bulletins and patent applications in both directions; localize and test German-language applications.
- ✓ **Sales Consultation and Presentation:** Assess clients' needs and those of their internal as well as external customers, and help organize content; track progress and maintain client communication.

I look forward to the opportunity for a personal interview.

Sincerely,
Stanislaw Chalicki