

STANISLAW CHALICKI

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SUMMARY

Technical Writer, German Localizer and Web Content Editor feeds on creative challenges. I am an experienced business operator and manager with a wide computer background, am detail-oriented and passionate about clear communication. Contract, Seattle area only.

EXPERIENCE

March – May, 2011, Sept. '11 – Present: Assistant Editor for TRC Staffing at Kindle Group, Amazon Corporation, Seattle, Washington. Format-editing German Kindle e-books; helping to refine procedures for off-shore automation. The large volume of books places a premium on speed and accuracy.

June – Sept. 2008: Contract tester and localizer for Volt Technical at Hadley Green Creates (now GreenRubino), a Seattle advertising and marketing agency, for whose client I monitored the rollout of MS Internet Explorer 8 Gallery Beta 2: vetted subscriber submissions in English, German, and Chinese for proper functioning and adherence to specifications; vetted German and English submissions for appropriate language; created a User Manual for the Gallery; monitored server status; communicated with client; performed "black box" testing and provided German language support; used Wiki code to create an editable, on-line test plan; created an FAQ; mapped out a server-support plan; and expanded Functional Specification for testers.

July 1995 – Dec. 2002: Principal, [WEB-it! Interactive Group](http://www.web-it.com), my sole proprietorship in Seattle. Provided Web Development and -Consulting, Technical Production, and Project Management to businesses and non-profit organizations; designed and administered Web- and e-Commerce sites; wrote and edited website content copy for clients.

Clients: (As Producer and Consultant)
BigDogRealty.com <<http://www.bigdogrealty.com/>>
The Boatyard Inn <<http://www.boatyardinn.com/>>
Chermak Construction, Inc. <<http://www.chermak.com/>>
Mardig Sheridan – Beyond Boundaries <<http://www.mardig.com/>>
MerCom <<http://www.mercom.biz/>>

(As Web Designer)
Kurt Hughes Sailing Designs <<http://www.multihulldesigns.com/>>
YouNeedMe.Com <<http://www.youneedme.com/>>

November 1994 – Sept. '95: Localization Consultant, The Write Stuff, Seattle. Customer contact for technical writing and translation provider; German translator and localizer, with emphasis on industrial technical bulletins and patent applications for software companies.

September 1991 – Aug. '92: Software Test Engineer, Project Business Unit, Microsoft Corporation, Redmond, Washington. Tested Project v3.0 for Windows in German and French, and v3.0 for the Macintosh in French.

June 1990 – Sept. '97: Principal, Personal Systems, a sole proprietorship in Seattle. Contract translator for technical documents into and from German; localized software into German, ensuring appropriate time-date-currency formats were observed; tested software (menus, dialog boxes, alerts, and Help screens) for functional errors as well as grammatical and orthographic accuracy.

1974 – present: Professional musician (see <www.stanislove.com/>).

CONTRACT HISTORY (chronological order)

- Microsoft Corporation** (Oct. 1989 - July '90) tested German and French Project for Windows v1.0.
Software used: Microsoft Access, Project, Word, Excel, PowerPoint; Raid (internal Microsoft bug-reporting database); MS Mail; SLM (internal Microsoft source-library management).
Hardware used: PCs & peripherals
- hDC Corporation** (June 1990 – Feb. '91) localized Express v3.0 and FirstApps v1.01 into German.
Software used: Microsoft Write; DOS compilers; eMacs (code editor).
Hardware used: PCs & peripherals
- Asymetrix Corporation** (Apr. – Aug. 1991) tested German Toolbook v1.0.
Software used: Microsoft Word, Excel; MS Mail; Asymetrix ToolBook.
Hardware used: PCs & peripherals
- Traveling Software, Inc. (laplink.com)** (Apr. – Aug. 1991) tested LapLink XL v1.03; LapLink Pro v4.0c.
Software used: LapLink XL; LapLink Editor; Microsoft Write.
Hardware used: PCs & peripherals
- Walker Richer Quinn, Inc.** (Apr. 1992) - translated Reflections brochure into German.
Software used: Microsoft Word.
- Traveling Software** (Nov. 1992) tested PC-Link v3.5, including file translator.
Software used: LapLink XL; LapLink Editor; Microsoft Write.
Hardware used: PCs & peripherals
- Traveling Software** (Feb. – Oct. 1993) tested all European-language versions of LapLink V, as well as Setup and Uninstall for CommWorks v1.0.
Software used: LapLink XL; LapLink Editor; Microsoft Write.
Hardware used: PCs & peripherals
- MidiSoft Corporation** (April - May 1993) localized packaging; tested German Setup for Studio v3.0.
Software used: MidiSoft Studio; Microsoft Write.
Hardware used: PCs & peripherals
- Asymetrix** (May - July 1993) tested German Toolbook v1.5.
Software used: Microsoft Word, Excel; MS Mail; Asymetrix ToolBook.
Hardware used: PCs & peripherals
- Visio Corporation** (Sept. 1993 – Aug. '94) - tested German versions of Visio v2.0 and v3.0.
Software used: Visio; Microsoft Word, Excel; MS Mail.
Hardware used: PCs & peripherals
- Microsoft** (Apr. - June 1994) tested German MS Exchange v4.0;
Software used: Microsoft Access, Word, Excel, Raid (internal Microsoft bug-reporting database); MS Mail; SLM (internal Microsoft source-library management).
Hardware used: PCs & peripherals
- Saros Corporation** (Feb. - May 1995) localized Document Manager v1.0 into German.
Software used: Microsoft Access, Word, Excel; Saros Document Manager.
Hardware used: PCs & peripherals
- Microsoft** (May - July 1995) localized Windows 95 Plus!-Pack v1.0 into German.
Software used: Espresso (internal Microsoft localization utility); Microsoft Access, Word, Excel, Raid (internal Microsoft bug-reporting database); SLM (internal Microsoft source-library management).
Hardware used: PCs & peripherals
- Asymetrix** (March – Apr. 1995) localized “Baywatch” screensaver and packaging into German.
Software used: Microsoft Word, Excel; Asymetrix ToolBook.
Hardware used: PCs & peripherals
- IBM** (June – Aug. 1995) localized sound and recording utility for Windows NT 3.51 into German.
Software used: Microsoft Write.
Hardware used: PCs & peripherals
- Microsoft** (June – Aug. 1997) internationalization consultant for Publisher 98.
Software used: Espresso (internal Microsoft localization utility); Microsoft Publisher, Access, Word, Excel; Raid (internal Microsoft bug-reporting database).
Hardware used: PCs & peripherals
- Saros** (June – Sept. 1997) translated Document Manager v1.5 manual into German.
Software used: Microsoft Access, Word; Adobe FrameMaker.
Hardware used: PCs & peripherals
- eMedia Music** (March 2003, April '04, April '05, June '06, February - May '07) German voice-overs for multi-media tutorial CDs and DVDs: Basic Guitar Method; Advanced Guitar Method; Basic and Advanced Bass Method; and Intermediate Piano Method, respectively.

Hadley Green Creates (now *GreenRubino*; June - September 2008) Localized portions of the Internet Explorer 8 Gallery Beta 2 into German, tested for functionality and language; created a Wiki test plan for the Gallery; monitored servers; wrote Gallery FAQ and User Manual.

Software used: Microsoft Visio, Excel, Word, IE8 Beta & add-ons, Wiki.

Hardware used: PCs & peripherals

Amazon Corporation (March – May 2011) Edited German e-books and helped refine edit procedures across several languages to prepare for off-shoring to India.

Software used: Microsoft Office suite, Windows 7 Enterprise, Mozilla Firefox, internal Amazon tools.

Hardware used: PC laptops

COMPUTER SKILLS

SERVICES: Web Design & Content Editing; German Localization & Testing; Technical Support

PROGRAMMING/MARK-UP LANGUAGES: XML, HTML, Wiki; CGI, Python, and PHP (edit-only)

SOFTWARE: Microsoft Office suite, Image Editor, Visio, FrontPage, and Publisher; Adobe PageMaker, PhotoShop (limited), GoLive; Macromedia DreamWeaver; WebEdit; PaintShop Pro; various utilities.

HARDWARE: Desktop PCs and peripherals - assembly, installation, modification, and repair.

OPERATING SYSTEMS: DOS 3.x - 6.22, Windows (2.x - 7); Linux (Ubuntu); Mac 9, X.

BUSINESS SKILLS

Web Content and Wiki Creation & Editing
User-Interface Design
Web Design (incl. E-Commerce)
Sales Consultation

GENERAL SKILLS

Presentations
Technical Communication
Project Management
German Translation (G -> E only)

EDUCATION

University of Bridgeport, Bridgeport, Connecticut; BES, Industrial Design/Social Sciences, 1977.

University of Washington Extension, Seattle; Certificate in Microcomputer Management, 1990

Context Associated; The Excellence Series, 1992; Mastery, 1994; Leadership Skills Training, 1997

FOREIGN LANGUAGES

German; Native Speaker – read and speak fluently; write for technology and business.

PERSONAL ASSOCIATIONS

Excellence Foundation (now [Excellence Seminars International](#)). Founding board member, 1999; volunteer Program Assistant and Coach for personal-development seminars since 1992.

Warrior Spirit. Participant in physical-challenge empowerment programs (Leap of Faith, Into the Knoll), 2000; volunteer assistant, 2001.

Victory Music. Supports Puget Sound-area acoustic blues, jazz, and folk music; member since 1987; occasional contributor to monthly “Victory Review” newsletter.

Washington Blues Society. Supports and promotes blues music in the Northwest; member since 2009.

MILITARY SERVICE

U.S. Navy; Nuclear Power Plant Operator (MM 3385); Honorably Discharged.