

Zach Maurer

Technical Writer

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Education

California State University - Technical Writing

Coursework and projects focused on best practices for writing technical documents for diverse audiences

- Fundamentals of Tech Writing
 - Advanced Tech Communications
 - Information/Design
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Experience

Maxsam Partners / Copywriter and Web Designer

Wrote copy for a series of web pages, including the biographies of all staff members

Designed layout for new staff biography page in Wordpress and PHP
Built page displaying and describing past business affiliations

Caliber Real Estate / Copywriter

Wrote copy for a marketing campaign that explained financing options to prospective clients

Oregon Sports News / Sports Writer

Wrote a weekly sports column that was also featured in Seattle PI and Comcast Sports

Reflections Magazine / Food and Beverage Writer

Wrote a series of "Bar and Booze" themed articles for their culture section

Ibuki Magazine / Travel Review Writer

Reviewed restaurants and tourist destinations around Seattle, Bellevue, and Kirkland

Wish/Wish Local/ Winter Media / Commercial Producer

2020

Produced a one-day commercial shoot for a store in Vancouver, WA that was for Wish Local in partnership with Winter Media. Oversaw interviews, set design, and public relations.

Microsoft / Winter Media / Video Interview Producer

Produced a video shoot for Microsoft and performed the on-camera interview.

Special Skills

- 15+ years in the restaurant industry
- 10+ in management, including the General Manager role
- Worked as a bookkeeper and Auditor at the Woodmark Hotel
- Versed in Microsoft Word, Excel and Powerpoint.
- Other programs used –
- Springer Miller, InfoGenesis, Dollars on the Net
- Strong grasp of Spanish
- Currently teaching myself French