



Lee R Batchelor

Technical Communications Writer

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Profile

- Extensive education and subject matter expertise in medicine, pathology, horticulture, music, carpentry, marketing and electronics (loudspeaker design)
 - Experience in medical editing, specifically conversion of raw medical research data into publisher-ready format for medical publications
 - Experience in user guide development from raw engineering research data
 - Well-developed business, database, and marketing experience from running a successful 12-employee business
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Education

Humber College *Diploma in Technical Communications Writing*. Extra courses in editing and XHTML; specifically trained in W3C standards.

Toronto Institute of Medical Technology *Diploma in Laboratory Medicine*. Board-certified by the Canadian Society for Medical Laboratory Science (CSMLS) in haematology, microbiology, histology, immunohaematology, and clinical chemistry.

University of Western Ontario Year one—Honors Bachelor of Science Biology degree program.

Career History

Medical Laboratory Technologist (MLT), St Joseph's Hospital, Peterborough, ON, Canada

Rotating MLT in the haematology, microbiology, histology, immunohaematology, and clinical chemistry departments. Related experience, developed procedures, and quality control parameters for the determination of bovine micro-haematocrits for a local veterinarian.

Franchise Owner and Operator

Successfully owned and operated a 12-staff franchise for 25 years. Responsibilities:

- Business planning
- Marketing
- Equipment maintenance
- Human resources
- Editing of standard procedural, and training manuals to comply with local market parameters

Home and Commercial Renovations

Initiated and managed home, and commercial improvement projects. Skills include plumbing, electrical, trim carpentry, framing, painting, drywall finishing, and a knowledge of the Ontario Building Code.

Technical Writer, WDI Industrial Sensors and Process Automation

Contract technical writer responsible for:

- User guide creation and updates
 - Company style guides
 - Document globalization for customers world-wide, including Europe and Asia
 - Editing and re-writing of all engineering manuals
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Tools

- Microsoft Word, Excel, PowerPoint, and Access
 - OpenOffice Draw
 - Notepad++
 - HTML, XHTML, CSS
 - Cakewalk Sonar Studio 7 Audio Recording Software
 - Cubase Audio Recording Software
 - HT Audio Bass Box Pro (Loudspeaker design software)
 - Voyetra Sequencer Plus (MIDI sequencer software-DOS platform)
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Awards and Achievements

Civic Award in the Arts from the Town of Port Hope (ON, Canada), in recognition of achievements in music and stage performance.

Civic Award as a Volunteer from the Town of Port Hope, in recognition of:

- The initiation, business planning, and innovation of a new loudspeaker system for the Cameco Capitol Arts Centre.
- Supplying sound equipment for the annual Terry Fox Run in Port Hope for 12 consecutive years.
- Awarded an Outstanding Service certificate from Terry Fox's mother (Mrs. Betty Fox) for dedication to her foundation.