



### *Services*

Line editing, copy editing, substantive editing, developmental editing, proofreading, book and cover design

### *Emphasis*

- Reports and books in international affairs, public policy, and environmental science
- Books in the humanities, social sciences, and general nonfiction
- Academic journals in criminology, political science, and wildlife

### *Selected Clients*

- Academy of Criminal Justice Sciences
- American Academy of Diplomacy
- American Society of Criminology
- Ballantine Books
- Brookings Institution Press
- Center for Disaster & Humanitarian Assistance Medicine
- Council on Foreign Relations
- CQ Press
- Environmental Protection Agency
- Esri Press
- Georgetown University Press
- Internal Revenue Service
- Jamestown Foundation
- O'Reilly Media
- Random House
- Resources for the Future
- Russell Sage Foundation
- Sage Publications
- Scobre Press
- Syracuse University Press
- U.S. Department of Energy
- U.S. Institute of Peace

### *Chronology*

- Editor and designer, freelance (1995–ongoing)
- Editor, SocioTechnical Research Applications (1995–1996)
- Editor, National Institute of Business Management (1993–1995)
- Editorial assistant, Oxford University Press (1992–1993)
- Copy editor and proofreader, freelance (1991–1992)
- Financial assistant, National Academy of Sciences (1985–1990)
- Bookkeeper, Stationers Incorporated (1982–1985)
- Manager, W.T. O'Malley's Restaurant (1981)
- Paralegal, Farino and Rick, Attorneys (1980–1981)
- Accounting technician, U.S. Army Corps of Engineers, EUROPE (1978–1980)

### *Education*

- BA, Literature — University of Richmond
- Certificate, Publications — The George Washington University

### *Professional Affiliations*

- Editorial Freelancers Association

### *Software & Hardware*

- Acrobat, Excel, Illustrator, Photoshop, InDesign, Word
- wireless LAN, cable broadband, wireless ISP, mobile computing