

**Jim Nielson**  
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## **EXPERIENCE, SKILLS, AND TECHNICAL EXPERTISE**

- **Web interface and visual design; web authoring; web development**
  - Site design and architecting; advanced authoring (HTML/CSS/Javascript); content creation, adaptation, and management
  - Flash animation and programming
  - Image creation, manipulation, and optimization
  - Wordpress customization for blogs and Content Management Systems
  - Server-side Web development; PHP/MySQL; Perl; JSP; ASP
  - Web software design and implementation management; technical project management
  - Webmastering and technical administration
- **Graphic Design and Digital Media**
  - Print design (brochures, flyers, bookmakrs, etc); desktop publishing; experience preparing photo-ready book copy
  - Digital photography, video, audio, and image creation and editing
- **Copywriting, Technical Writing, Editing, Translation**
  - Extensive experience writing, editing, and proofreading print and online copy, including marketing and news copy
  - Creation of end-user help documentation, internal technical documentation, functional specification documents, and other technical writing and editing
  - Three years' experience teaching technical writing and composition
  - Fluent in French; published translator (French to English)
  - Excellent verbal and written communication skills
- **Instruction and Training**
  - Five years' experience teaching English at the university level
  - Experience conducting instructional sessions for business

## **EMPLOYMENT**

- **Onestep Solutions, Sole Proprietorship, Toronto, Ontario [February 2001 -]**  
*Independent freelance Web developer, designer, writer, editor, and translator*

Including work for **Bell Sympatico, CBC, NOW Magazine, Humber College, Ryerson University, York University, Chestnut Park Realty, The Seaforth Group, AEW & Associates** and many other businesses and individuals, and work on websites for **Bell Canada, The Canadian National Institute for the Blind, The Art Gallery of Ontario, The Toronto Public Library, Ryerson University, York University, the CBC, Toyota Lexus Canada**, and many others.

- **MediaLinx Interactive/Sympatico-Lycos Inc./Sympatico (now Bell Sympatico), Toronto, Ontario [Nov 1995 - Feb 2001]**

*General Site Editor and Senior Technical Producer; Home Page Editor [Autumn 1998-Winter 2001]*

- Responsible for coordinating production and promotion schedules; producing, writing and editing of the Sympatico home page, highlights page, MySympatico page, and various other subsections; maintaining partnerships; troubleshooting and advising on technical issues for the production team; Crosswords editor.

*Product Manager, Sympatico Directories [Spring-Summer 1998]*

- Technical product management of Sympatico's directory products (Canada411 and Canada TollFree); supervision of developers. Managed writers and designers, oversaw redesign of user and customer interfaces with an eye to business and strategic objectives; prepared and directed functional specification documents for developers.

*Senior Web Developer and Forums Sysop [1995-1998]*

- Programmed CGI and administration and automation scripts in Perl. Administered Sympatico's online discussion forums (programming, advanced configuration and macro programming, middleware development in Perl and ASP, server and system administration, page layout, partner coordination, and user administration, in both English and French).

- **University of British Columbia, Vancouver, British Columbia [1992 - 1995]**  
*Lecturer in English*

- Taught introductory and intermediate courses in technical communication, composition, and English Literature (Composition, Technical Writing, Introduction to Literature, Major Authors Survey, Shakespeare).

- **McGill University, Montreal, Quebec [1989 - 1992]**  
*Lecturer in English*

- Taught introductory, intermediate, advanced and graduate-level courses in English Literature and in Film & Communications (Studies in Mass Media, Literary Theory, Studies in Shakespeare, Studies in Drama, Literary Movements). Supervised independent reading projects and an Honours Thesis.

## EDUCATION

- **Ph.D., English Literature, McGill University, Montreal, Quebec 1991**
  - Mellon Fellowship in the Humanities; Reverchon Postdoctoral Fellowship; Friends of McGill Fellowships; Québec Differential Fee Awards; McGill University Faculty Travel Grant; Dean's Honour Roll.
- **M.A., English Literature, McGill 1986**
  - Mellon Fellowship in the Humanities; Dean's Honour Roll.
- **B.A., English Literature, University of Washington, Seattle, Washington 1984**
  - Andrew H. Hillon Prize; Dean's Honour Roll.