

Stanley Ezrol  
Writing and Editing CV, July, 2012

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More than forty years working as a professional journalist, technical, and educational writer/editor.

**Major Project History:**

June, 2012 Edited nine reviews (~1,000 words each) of web hosting sites for Russian translator.

April, 2011 **Six Practice ACT Science Tests:** This is a contribution to **ACT: Power Practice**, the preparation guide published by Learning Express in November, 2011. Consists of six practice tests (four for print publication, two for online use), following the style and format of ACT science tests. Explanations of the answers are included to assist students in ACT test taking.

Each test consists of 40 multiple choice questions divided into 7 passages, or a total of 42 passages and 280 questions. I provided sketches for graphics in the form of freehand drawings, Excel spread sheets, Excel graphs and charts, or graphics published elsewhere to be used as is or adapted for use with the tests.

April, 2011 **Study of business trends in China:** Proof/edit 10,000 word statistical study translated from Chinese by native Chinese speaker.

March, 2011 **Business Case Study:** This was written for a program that trains Japanese business students in the United States. It is approximately 1200 words consisting of a fictional case study of a business, followed by a number of questions regarding the business and its prospects. Hints as to the kinds of responses that might be made to the questions were included as a guide for instructors.

1981 to 2005: Correspondent/features writer for **EIR** (Executive Intelligence Review), **FIDELIO**, and **The New Federalist**. Included major historical studies on the role of cultural currents in political economic history, foreign policy reporting and commentary, and theater and music reviews. **EIR's** *Eye on Washington* column from 1982 to 1985.

1978 to present: As an adjunct to my work as a computer system designer, I drafted dozens of development proposals, system specifications, development scenarios, system proposals and requests for proposals, software user manuals and instructions, and other materials.

1985 to present: In the course of my administrative and management duties, I wrote hundreds of business letters (customer, vendor, employee, and other), reports for management, etc.

**Skills:**

Commercial/Technical writing including instructional material, marketing and promotional material, business correspondence, complaint response, complaint initiation, system design proposals and documentation and budget analyses and proposals.

Journalist, essayist: Contributor to *EIR*, *Fidelio*, and *New Federalist* on current strategic developments, history, literature, and drama.

MS Office-Word, Excel, PowerPoint, Publisher

HTML/CSS

### **Employment History**

**Teacher Assistant.** Severe Autism. September, 2011 to present

**Substitute Teacher.** All subject areas K-12. March, 2009 to September, 2011

**Business Management.** Did extensive technical writing as a consultant, systems designer, administrator and trouble-shooter, both freelance and as an employee of EIR News Service, Inc. March, 1985 to March, 2009.

**Journalist.** Washington, DC correspondent and columnist/feature writer for NSIPS and its successor, EIR News Service, Inc., April, 1981 to March, 2009.

**Publicity Writer.** Dover Publications, Assistant Publicity Director. Wrote press releases leading to hundreds of reviews of new publications under the supervision of legendary editor Everett Bleiler. June, 1969 to September, 1970.

### **Education and Training**

**Columbia University,** BA, Sociology May, 1971.

**W. Tresper Clarke High School,** graduate June, 1967. Near the top of class. SAT scores were a perfect 800/800 in Math and 792/800 in English. Awarded Jan Marcus Memorial Scholarship for outstanding pre-engineering student, NY State Regents Scholarship financed undergraduate studies.