

SCOTT M. HANNA - TECHNICAL WRITER/ILLUSTRATOR

(Contracts Only)

114 ARROWHEAD RD.

EMMONS, MN 56029

507-297-5227

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www.comp-serv.com

PERSONAL DATA

Born: Albert Lea, MN

Age: 41

Health: Good

Height: 6'

EDUCATIONAL RECORD

Albert Lea Area Vocational Technical Institute

2200 Tech Drive

Albert Lea, MN 56007

507-373-0656

Refrigeration and Air Conditioning - A 20 month program of refrigeration and air conditioning for theory, automotive, residential, commercial, schematics, wiring diagrams, motors, and controls. Cross training in welding and first aid.

Western Wisconsin Technical Institute

LaCrosse, WI 54601

AC and DC Circuits - A program of basic ac and dc circuits. The course included such things as series and parallel circuits, resistor networks, wheatstone bridge circuits, and basic electronic theory.

Western Wisconsin Technical Institute

LaCrosse, WI 54601

Technical Writing - A program of proper techniques for educational and technical writing.

Carrier Transicold Truck/Trailer Refrigeration Factory Training

Syracuse, NY

A factory service training course design to train a technician to perform basic and specific service procedures and troubleshooting techniques regarding Carrier Transport Refrigeration units. Finished top in class. Also voted "Best Class Contributor" by classmates.

Thermo King Truck/Trailer Refrigeration Factory Training

Bloomington, MN

A factory service training course design to train a technician to perform basic and specific service procedures and troubleshooting techniques regarding Thermo King Transport Refrigeration units. Finished top in class.

Albert Lea High School

Clark Street

Albert Lea, MN 56007

Graduated: May 1981

EMPLOYMENT RECORD

HVAC Refrigeration Instructor/Course Writer – Riverland Community College - Part Time
2200 Riverland Drive
Albert Lea, MN 56007
Employed Dates: August 1999 to 2002

Freelance/Technical Writer & Illustrator - Computer Services
114 Arrowhead Rd.
Emmons, MN 56029
Employed Dates: 1991 to Present

Refrigeration Technician - Crossroads Trailer
Highway 65 South
Albert Lea, MN 56007
Employed Dates: 1986 to 1991

Maintenance Engineer/Supervisor - Albert Lea Freezer Warehouse
820 13th Street
Albert Lea, MN 56007
Employed Dates: 1985

Engineering Technician - Trane Air Conditioning
3600 Pammel Creek Rd.
LaCrosse, WI 54601
Employed Dates: 1984

Trailer Mechanic - Thermo King Sales and Service
Consul Street, Albert Lea, MN 56007
Employed Dates: 1983 Part Time while attending Albert Lea Area Vocational Technical Institute

Electronics Technician - Dickerman Appliance
Albert Lea, MN 56007
Employed Dates: 1982 Part Time while attending Albert Lea Area Vocational Technical Institute

REFERENCES

Mr. Tom Neyers, Operations Manager, KleenTec
Albert Lea, MN
507-373-5152

Mr. Kim Hansen, President, Edwards Manufacturing
Albert Lea, MN
507-373-8206

Mr Dave Olson, President, V-Ram Solids/Olson Manufacturing
Albert Lea, MN
507-373-3996

Steve Rentz, Refrigeration Manager- Crossroads Trailer
Albert Lea, MN
507-373-4443

SOFTWARE EXPERIENCE

Xerox Ventura 4.1
Corel Ventura 7.0
Corel Draw 3.0
Corel Draw 4.0
Corel Draw 5.0
Corel Draw 6.0
Corel Draw 10
Corel Web Paint
Corel Web Design
Microsoft Word 97
Microsoft Word 6.0
Microsoft PowerPoint
Microsoft Explorer
Windows 3.1
Windows 95
Windows 98
Windows XP
Photo Finish
Adobe Page Maker 6.0
Adobe Page Maker 7.0
FTP Programs
Netscape
Norton Antivirus Programs