

VIVEK CHADAGA

1883 Goodrich Avenue • Saint Paul, MN 55105 • Cell: (617) 308-0311 • vivek@singingbee.com

- About Me* Writer, editor, and designer with over 12 years of experience
- Education* **MFA in Creative Writing**, University of Michigan, Ann Arbor, MI (1995)
BA in English, Wesleyan University, Middletown, CT (1993)
Certificate in Critical Theory, University of Sussex, Brighton, UK (1992)
- Employment* **Content Editor (Freelance)**, McKinsey&Company, New York (08/01 - Present)
Creative Services Specialist, Singingbee, Inc., St. Paul, MN (08/95 - Present)
Web Developer, Massachusetts General Hospital, Boston (05/97 - 06/06)
Managing Editor, Clinical Laboratory Reviews, Boston, MA (01/98 - 08/01)
Graduate Lecturer, University of Michigan, Ann Arbor, MI (09/94 - 05/95)
- Skills* **Writing:** Creative writing; medical, business, & technical writing; speechwriting
Editing: Developmental editing, content editing, copyediting, proofreading
Web design: Web strategy, site design, page creation/editing, management
Graphic design: Logos, posters, brochures, flyers, newsletters, illustrations
Desktop Publishing: Page layout, vendor selection, photography, image editing
Marketing: Market research, surveys and data analysis, advertising copy
Teaching: Poetry and fiction writing, graphic design, software basics
Communication: Strong interpersonal and intercultural skills, customer service
- ☞ Please visit singingbee.com/portfolio to view examples of my work
- Software* **Macromedia Studio** (Dreamweaver, Fireworks, Flash)
Adobe Creative Suite (Acrobat, Photoshop, Illustrator, PageMaker/InDesign)
Microsoft Office (Access, Excel, Outlook, Word, PowerPoint)
Programming (HTML, CSS, Javascript, ASP/database integration, Actionscript)
- Awards* MGH Pathology Service Recognition Award (2006)
Partners in Excellence (1998, 1999, 2001, 2005)
Horace Rackham Fellow, University of Michigan (1993-1995)
Butler Prize in Fiction, Wesleyan University (1993)
- Service* New England Laboratory Consortium (2005-2006)
South Asian Mentor-Teacher Association (2002-2004)
- Personal* Traveled to 200+ cities in 17 countries
Working on a novel and a collection of stories
Knowledge of Spanish, Latin, and Russian