



SUMMARY

Senior Technical Author with extensive experience in writing, editing and managing large documents to include: technical studies, feasibility study reports, execution plans, academic publications, EPC contracts, industrial quality procedures, mega-project proposals, hi-tech equipment manuals, white papers, patent applications and training courses. Developing a niche in providing high quality authoring services and support to the energy and resources sectors.

PhD level physicist with excellent written English, mathematical and visual presentation skills. A significant contributor to methodologies and practices in the field of technical communication. Full member of the Institute of Scientific and Technical Communicators.

Ten years' R&D management experience in numerous turn-key projects, liaising with UK and international clients, following ten years' academic experience. Sectors: engineering/manufacturing, lighting, outdoor media and recently hi-tech, M2M, and energy and resources. Highly structured and objective driven. Fine attention to detail while keeping the large, strategic picture in view at all times.

EXPERIENCE

2012 - Present Senior Technical Author, WorleyParsons, Brentford, London

BP – Khazzan Tight Gas Project, Oman

Senior Technical Author, supporting BP's PSCM function, curating engineering inputs to all contract packages and writing the project PSCM procedures. Sub-editing all project and construction execution plans. Development of style guides for contracting and project documentation. On-going authoring support to contracting, construction and engineering. Working closely and training the EPCM contractor on BP's PSCM functions as the Project moves into Execute.

Xstrata – Askaf Iron Ore Project, Mauritania

Senior Technical Author. Development and delivery of a comprehensive management plan for the Feasibility Study report to include:

- ▶ Writing the project style guide – common formatting/language/syntax elements
- ▶ Devising and policing the writing plan – schedule, responsibilities and content requirements
- ▶ Writing and conducting SME author training – to in-house and to third party focal points
- ▶ Reviewing submissions by SME focal points
- ▶ Compiling the overall report for issue to document control and managing comments.

Xstrata / El Aouj Mining Company – El Aouj Iron Ore Project, Mauritania

Senior Technical Author. Ownership of the Scope Definition Study report. Ownership and management of the subsequent EMC Pre-Feasibility Study report using the model developed during the Askaf study. Editing and compiling technical reports ensuring alignment with style guide and study objectives. Liaising with the client on all matters relating to reporting and also third party inputs.



Curriculum Vitae

Endesa Generación – Carbon Capture and Storage, Spain

Senior Technical Author role. Authoring of the study reports for presentation to the Government of Spain and to key stakeholders. Investment Plan Study assessing the commercial benefits of storing captured CO₂ at the Duero Storage Site. In-depth analysis of the current carbon market.

Oltin Yo'l GTL – Country Benefit Analysis, Uzbekistan

Senior Technical Author role. Authoring of the final study report for presentation to the Government of Uzbekistan and to potential financiers. EcoNomics™ Assessment the Oltin Yo'l Gas-to-Liquid Project: a comprehensive assessment of financial, social and environmental parameters surrounding the costs and benefits of the Project to the Republic of Uzbekistan.

BP – Sullom Voe Gas Sweetening Project

Senior Technical Author. On-going authoring support to the Project. Editing and compiling technical reports to ensure alignment with style guide and study objectives. Ownership of the Hydrate Impact Assessment Study and MEOR Integration Study reports. Sub-editing the Define Basis of Design and Radical Delivery reports.

Corporate – Proposals

Senior Technical Author supporting the WorleyParsons Corporate division, securing the winning of some key projects (Vladivostock LNG, El Aouj Iron Ore). Development and delivery of management programmes and go-bys for the preparation of some key mega-project proposals.

Technical Author Training

Development and implementation of a series of short webinar modules with the aim of raising the game in technical writing in the company globally.

2008 - Present Director, Opal Flame Consultancy, Newbury, Berkshire

Started and successfully operated a consulting practice focused on technical authoring and high level engineering design. Projects include:

Times of India (Outdoor Media Division) – technical authoring and editing of the New Delhi Airport Media Operations Manual. Preparation of the technical parts in their competitive tenders since 2008 to include researching the field for the latest innovations in outdoor media design;

Moment Solutions LLC (M2M, Software, Fleet Management, Media, USA) – technical authoring, beta testing and marketing authoring for their new products and online services, allowing the opening up of their fleet management and media business in UK and Europe;

International Outdoor Ltd. (Outdoor Media) – engineering development and technical authoring for the “VaryOn” energy efficient controller and illumination technology (patent pending);



Curriculum Vitae

SlimliteUK Ltd. (Lighting and Outdoor Media) – technical authoring of energy efficiency calculations and marketing presentations for LED products, website copy and design.

2007 - 2008 Technical Director, Diffusion Technologies, Farnham, Hants

Technical Director overseeing all R&D, Production and Company Operations, related to the design, manufacture and installation of illuminated signage. Upholding of a strong ethos based on exceptional illumination quality and energy saving. Management of permanent and subcontract staff of up to 20 (mechanical & electrical designers, CAD drafting, metal fabrication & assembly). Turn-key projects managed (including detailed engineering design):

- ▶ Roll out of M2M LED messaging for Local Authorities UK-wide
- ▶ Remote fault reporting of advertising units (patent awarded)
- ▶ Substantial improvements in the lighting quality and energy efficiency of advertising units for Times Out of Home Media for airports across India
- ▶ Roll out of advertising units for London Heathrow Terminal 5 for JCDecaux.

Technical authoring of all specifications and product manuals for new designs.

2002 - 2007 Design and Technical Manager, Ether-Tec Ltd., Aldershot, Hants

Design and Technical Manager overseeing all R&D activity pertaining to illuminated signage and components – optical, electronic and mechanical engineering aspects. Writing of the procedures for and implementation of R&D activity in accordance with ISO 9001 and ISO 14001. Turn-key projects managed (including detailed engineering design):

- ▶ 6-sheet “solid-core” advertising units for Clear Channel UK, Middle East Media
- ▶ “Highway6” pole mounted advertising unit for Street Broadcast
- ▶ “Scroller” 6-sheet and 2 square metre scrolling poster units for JCDecaux for London Heathrow
- ▶ “Superslim” wall mounted advertising units for Viacom Outdoor for London Underground
- ▶ Patent awarded for lamp stripe reduction method for very slim advertising units
- ▶ Patent awarded for novel method of pole mounted advertising.

Technical authoring of all specifications, product manuals and patent applications for new designs. Design and implementation of a UK-wide training programme for Clear Channel UK on the use of illuminated signage products.

2000 - 2002 Research Consultant, Indigitale Ltd., Alton, Hants (subs.) Direct Message plc (currently subs. Tharsus Group)

R&D consultant, while studying for a PhD. Development of optical and electronic components for the illuminated signage industry. Building and testing prototype sign boxes. Technical authoring and development of an entire methodology for the investigation and improvement of illuminated signage products.



Curriculum Vitae

Projects: Joint inventor of “Reflection Lighting” and a “Fresnel method” for stripe free illuminated sign boxes (patents awarded).

1998 - 2000 Lecturer, Oxford Brookes University, School of Education

Lecturing and tutoring research methods on the “MA in Education” course, while studying for a PhD. Statistical analysis of quantitative data and qualitative methods pertaining to probing research participants for conceptual understanding.

1993 - 1998 Head of Physics, Science Teacher, George Dixon School, Birmingham

1994 – 1998: Head of Physics

- ▶ Maintained and developed all aspects of the A-level physics course
- ▶ Advised and maintained all physics course content in KS3, KS4, GNVQ 2 & 3
- ▶ IT in science: advising on professional development in this area
- ▶ Designed and implemented a database for maintaining all science department records
- ▶ Designed the in-house assessment recording sheets for GNVQs across the school
- ▶ Teaching GNVQ2 Science unit 1 and GNVQ3 Science units 8 and 11 (mathematics)
- ▶ Year 10 form tutor.

1993 – 1994: Science Teacher

- ▶ Taught National Curriculum Science to years 7 - 11 (KS3 and KS4), MEG double award Science at KS4, NEAB A-level physics, BTEC 1st science - maths and laboratory skills units, physical education to year 7
- ▶ Year 9 form tutor, implementation of the “Skills for Adolescence” PMSE scheme
- ▶ INSET attended: gender, multi-cultural and PMSE issues into science at KS3 (Birmingham LEA); Sc1 at KS3 (ASE)
- ▶ A considerable contribution to curriculum development, especially in Sc1 and in year 8 assessment.

EDUCATION

PhD Physics Education, Oxford Brookes University, 2004

PGCE Physics, University of Birmingham, 1993

BSc (Hons.) First Class, Physics, University of Birmingham, 1992

REGISTRATIONS/AFFILIATIONS

Full member, Institute of Scientific and Technical Communicators (ISTC)



PUBLICATIONS/PRESENTATIONS

Academic Publications

Illes, R. (2013). Writing in Energy and Resources. Communicator, Journal of the ISTC, Winter 2013.

Illes, R. (2013). Technical Writing in Energy and Resources: Risks and Opportunities. Conference Paper, TCUK 2013, Bristol.

Illes, R. (2004). Teachers' Perspectives of Energy in Lower Secondary School Science. Doctoral Thesis. Oxford, Oxford Brookes University.

Illes, R. (2001). Questioning the Purpose of an Interview: An Example of Conceptual Change in Energy. Conference Paper. Oxford Brookes & BERA.

Lenton, G., Stevens, B. & Illes, R. (2000). Numeracy in science: pupils' understanding of graphs. School Science Review 82 (299)15-25.

Patent Applications

Improved Illumination "Reflection Lighting" (2000). A method for creating even light displays utilising highly reflective, highly diffuse films and masks. Seen currently on London Underground.

Post Mounted Mechanism (2004). A method for servicing high mounted units without requiring towers. Seen UK-wide.

Improved Illumination "Superslim Display" (2005). A method for creating even light displays utilising carefully controlled coloured lamp masks. Seen currently in LHR T5.

Audio Publications

Raise Your Game (2009-10) 18 monthly audio CDs covering a range of topics for small business marketing. Produced for Max Marketing Ltd.

Grow Your Business with Referral (2009) 6 audio CD set focusing on small business marketing. Produced for Max Marketing Ltd.

Aquaplanage (2008) UPC 634479882104. Original music

Golden (2011) UPC 884502921663. Original music

SPECIFIC TECHNICAL EXPERTISE/SPECIALIST COURSES

Technical Author, Technical Writer, Technical Editor, Large Document Preparation, Large Document Management, Feasibility Study Report, Scope Definition Study Report, Document Control, Style Guides, Writing Plans, Iron Ore, Gas Management, EcoNomics™ Assessment, Mega-Project Proposals, Execution Plans, Project Execution Plans, EPC Contracts, Contract Execution.

Tender Submissions, Patent Writing, Engineering Management, Research and Development, Academic Research, Qualitative Research, In-depth Interviews, Manufacturing, Design Engineering.

AutoCAD, Adobe Creative Suite, Photoshop, Adobe Acrobat Professional, MS Office Applications.