

HEYWOOD MARK MANSERGH

Education

College of San Mateo

General Education Classes

Skyline College

Film Classes, Voice Classes

San Francisco State University

Bachelor of Arts, English

Minor, Business Administration

University of Oxford (Worcester College), United Kingdom

English Literature and Drama

Work

Experience

Freelance Writer

Millbrae, California, 2/03-Present

Caregiver 11/11-10/22

Technical Camera Assistant

International Union of Operating Engineers, Stationary

Local No. 39, San Francisco, California, 7/08-10/08

Responsibilities: Responsible for sound and various aspects of filming electrical safety online training module.

Editor-in-Chief

The Inspector newspaper, Burlingame, California 9/02-1/03

Responsibilities: Interfaced with publisher, graphic artist and business manager concerning paper's mission, article selection and layout; performed administrative duties as required to help run paper.

Promotions Representative

San Mateo/ Burlingame Daily News, San Mateo, Burlingame, Millbrae, California, 2/01-8/01

Responsibilities: Promoted and distributed newspapers to businesses and Community centers.

Managing Editor/Advertising Representative

The Inspector newspaper, Burlingame, California, 10/98-2/00

Responsibilities: Responsible for hiring writers, assigning articles, setting deadlines, and editing articles; participating in public relations events; obtaining and servicing retail advertising accounts.

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Producer/Director

Sanchez Adobe Video Project, Pacifica/San Bruno, California, 3/99-7/99
Responsibilities: Negotiated contract and gained approval for project,
Organized and led production team, and edited historical documentary
For docents to show on site for their educational and outreach program.

Editor/Writer

The Inspector newspaper, Burlingame, California, 12/97-10/98
Responsibilities: Edited articles for grammar, punctuation, length, and
content. Conducted interviews and wrote front page articles, business
articles, profiles, film reviews, etc.

Sales Associate

Mansergh & Associates, Santa Clara, California, 1/90-12/97
Responsibilities: Merchandised and arranged antique Asian art at trade
shows and stores.

Project

Producer/News Anchor/Writer

Chabot Report, Chabot College, Hayward, California, 1/06-5/06
Television news program broadcast in the East Bay.

Additional Information

- *Member, California Writers Club, S.F. Peninsula Branch.
- *Judge, Portia Steele Writing Contest, Prose Category, (two years).
- *Member, San Mateo County Historical Association.
- *Kirkbride Award for historical research.
- *Tenor, Chancel Choir, Reader/Lay Minister, Episcopal Church of
Saint Matthew, San Mateo, California.
- *Master of Ceremonies, Open Mic, (Poetry and Prose) C.W.C.