

6251 Albany
Brooke Dr.
Westerville OH
43081

Phone 614-939-0522
www.sgurvis.com
sgurvis@sgurvis.com

Sandra Gurvis

Professional experience

1984-Present **Self-employed** **Columbus, Ohio**

Freelance Writer

- Writer of books, magazine articles, Web content, and corporate materials on topics ranging from general medical to business to travel to profiles/biographies. Author of a published novel and essays.
- Works with authors, editors, and book packagers in conceptualizing, organizing and writing books and other informational materials
- Teachers workshops and classes on writing and on content of books
- Designs and publishes newsletters, brochures, and Web materials
- Basic indexing of textbooks and reports

1983-1984 **Charles Merrill Publishing** **Columbus, Ohio**
(Now McGraw-Hill)

Textbook editor

- Edited and designed college textbooks in math, science, and social sciences

1978-83 **Self-employed** **Columbus, Ohio**

Freelance writer

- Contributed to local and regional magazines
- Wrote and edited materials and workbooks for educational and research institutions (Ohio State University and Battelle Institute)

1973-78 **Defense Construction** **Columbus, Ohio**
Supply Center

Job analyst

- Evaluated and review jobs against Federal Classification Standards
- Wrote and reviewed reports on departmental operations
- Conducted salary surveys

Publications

Books, Nonfiction:

PARIS HILTON: A BIOGRAPHY (Greenwood, in press)
DAY TRIPS FROM COLUMBUS (Globe Pequot, 2002, rev.ed. 2004, 3rd ed, 2009)
MANAGING THE TELECOMMUTING EMPLOYEE, with Michael Amigoni (Adams, 2009)
MANAGEMENT BASICS (Adams, 2007)
OHIO CURIOSITIES (Globe Pequot, 2007)
WHERE HAVE ALL THE FLOWER CHILDREN GONE? (University Press of Mississippi, 2006)
THE WELL-TRAVELED DOG (TFH, 2001)
CAREERS FOR NONCONFORMISTS (Marlowe, 2000)
AMERICA'S STRANGEST MUSEUMS (Carol/Citadel, 1996, 1998 2nd ed)

30 GREAT CITIES TO START OUT IN (Macmillan, 1997)
WAY STATIONS TO HEAVEN (Macmillan, 1996), others

Novels:

COUNTRY CLUB WIVES
THE PIPE DREAMERS (Olmstead, 2001)

Ghostwriting/Contributing Writer:

STRESS EATER DIET (Linx, 2009) by Robert Posner, MD & Linda Hlivka
BOOMER CONSUMER (Linx, 2007) by Matt Thornhill & John Martin
THE GRAPEFRUIT SOLUTION (Linx, 2004) by Daryl Thompson and M. Joseph Ahrens, PhD., others

Magazines:

Contributor to *People*, *Coast-to-Coast*, *Spirit*, *Life Choices*, *Selling Power*, *ASRT Scanner*, *Optical Technology*, *Creativity*, and *Writer's Digest*. Also published in *The World & I*, *Plant Sites & Parks*, *Long Weekends*, *Columbus Dispatch*, *Birmingham News*, *Chicago Tribune Magazine*, *USA Weekend*, *Fiction Writer*, *Discover Ohio*, *Woman's World*, and others.

Corporate clients:

Ohio State University Medical Center, OhioHealth, America Online, Merrill Lynch, Quantum Tapes, Oxford Intelligence, CompuServe, Worth.com, Homestore.com, Business Communications Company

Professional activities and education

Medical Writing Certification in Editing/Writing (Oct. 2004):

- Biomedical Research Design
- Elements of Medical Terminology
- Statistics for Medical Writers and Editors
- Writing and Designing Materials for Patient Education
- Essentials of Copyediting
- Ethics of Authorship and Editorship

Medical Writing, Advanced Course (March 2006)

- Reporting Randomized Trials in Science Journals

Graduate Work, Ohio State University, Columbus, Ohio

- Public Administration

B.A. Miami University, Oxford, Ohio

- Sociology and Psychology

Professional memberships

American Society of Journalists and Authors (ASJA), since 1994
American Medical Writers Association (AMWA), since 2002

Honors, Awards, and Grants

Ohio Optometric Association Media Award
Quality Paperback Book Club (CAREERS FOR NONCONFORMISTS)
Travel & Leisure Pick (AMERICA'S STRANGEST MUSEUMS)
Research Grant, LBJ Library, Austin, X (WHERE HAVE ALL THE FLOWER CHILDREN GONE?)
Residency, Vermont Studio Center (Johnson, VT)
Residency and Fellowship, Mary Anderson Center (Mt. St. Francis, IN)