



Karen has extensive experience managing the operation of professional offices in both the public and private sectors and is intimately familiar with the needs of project budgeting and fiscal management.

Having managed a municipal engineering office and serving as assistant to the director of public works of a major city in Washington State, she can readily identify with the needs of our public clients. Her experience as a business owner provides her with the tools to successfully manage the daily operations of our firm and to be attuned to the needs of our private clients.

Karen has an impressive background as a technical editor. She produces APG's numerous reports, proposals, and graphic products. She has managed document preparation for a public works department, reviewing and editing design specifications. She has developed materials for presentation to jurisdictional governing bodies, and has designed and managed data collection programs for research projects.

She brings an added dimension to her organizational and management skills with her computer proficiency. Not only is she a skilled user of many applications, but she provides technical support for the firm's computer network.

**EXPERTISE:**

Technical  
Communication

Project Management

Fiscal Management

**EDUCATION:**

Technical  
Communication and  
Editing  
Portland Community  
College

Project Management,  
Portland State  
University

Highline College,  
Seattle, WA  
Accounting