

# CHARLES HODGKINS

*GIS Technician / Specialist* with several years of professional writing and editing experience, eager to contribute ArcMap / GIS skills to a dynamic organization.

## GIS EMPLOYMENT / EDUCATION

### *GIS Intern / Specialist*

Neighborhood Parks Council San Francisco, CA February 2006 - April 2006

Produced maps and managed GIS data for parks advocacy / stewardship organization.

- Created five maps demonstrating accessibility of parks and open space in San Francisco for NPC's annual forum with Mayor Gavin Newsom.
- Contributed GIS data and design to the Mayor's Office of City Greening's *Livable City Initiative* vision report.
- Produced GIS projects for NPC staff.

### *Professional Development Certificate, GIS*

San Francisco State University San Francisco, CA September 2005 - December 2005

Completed 11-course, application-oriented training program. Areas of study:

- Data acquisition
- Remote sensing
- Database design and management
- Cartographic design
- Project management
- Raster analysis
- Programming

### *GIS Volunteer*

Burrito eater.com San Francisco, CA October 2005 - Present

Produce maps for San Francisco taqueria resource Web site (see Projects / Interests, below).

- Create maps that illustrate a spatial, neighborhood-by-neighborhood component of data featured on Web site.

## OTHER EMPLOYMENT

### *Assistant to the President*

California Culinary Academy San Francisco, CA July 2005 - Present

Support president and executive team at private post-secondary institution.

- Manage president's daily schedule and periodic travel.
- Process all student injury claims.
- Compose monthly employee newsletter.
- Coordinate in-kind donations to local charitable events.
- Discreetly handle and maintain company financial and personnel documents.

### ***Associate Editor***

**MP3.com / CNET Networks**

San Francisco, CA

January 2004 - November 2004

Created and managed content for high-profile music Web site.

- Pitched, researched, wrote, edited, and produced feature stories, artist profiles, and album reviews.
- Performed daily quality assurance on site's staging front page.
- Populated database during approach to site launch.

Reason for departure: Laid off - RIF.

### ***Media Permissions Editor***

**Wadsworth Publishing**

Belmont, CA

January 2002 - January 2004

Pioneered a new position at higher education publishing house.

- Devised, implemented, and executed workflow to secure asset clearances for all media (non-print) projects.
- Acted as liaison between production, editorial, and media departments.
- Managed freelancers' work.

Reason for departure: Accepted position at MP3.com / CNET Networks.

### ***Senior Editor***

**Listen.com**

San Francisco, CA

March 1999 - April 2001

Excelled as editorial department leader at online music company.

- Managed staff of writers.
- Helped supervise growth from less than ten editors and writers to 30 in less than a year.
- Edited and wrote capsule artist reviews and weekly feature pieces.
- Contributed weekly column, *Hodge's Corner*, to e-mail newsletter.

Reason for departure: Laid off - RIF.

### ***Business Manager***

**Atomic Music Group**

Sausalito, CA

April 1998 - February 1999

Coordinated day-to-day affairs of small artist management firm / booking agency.

- Managed company finances.
- Oversaw advance work and post-tour accounting for main client, Reverend Horton Heat.
- Acted as liaison between clients and recording studios, promoters, film / television music supervisors, and merchandising companies.

Reason for departure: Company relocated to Los Angeles.

### ***Label / Retail Manager***

**Nordic Records**

Napa, CA

December 1996 - April 1998

Concurrently managed online music label and physical record store.

- Hired, trained, advised, and coordinated field representatives.
- Signed independent artists and labels to digital distribution agreements.
- Managed store inventory and purchased all product.

Reason for departure: I relocated to San Francisco.

## EDUCATION

***B.A., English***

University of California

Berkeley, CA

June 1993 - May 1996

Emphases: Twentieth century and popular culture literature.

Thesis:

- *The Crazy Quilt: The Language of Music and Musicality of Language in the Works of Toni Morrison*

## PROJECTS / INTERESTS

***Founder / Chief***

**Burrito eater.com**

San Francisco, CA

January 2005 - Present

Creator of, and sole contributor to, "San Francisco's top resource for taquerias and mustaches."

- Built comprehensive directory of data gathered about all burrito shops in San Francisco.
- Maintain Web site, which receives several hundred visits daily.
- Review 10-15 taquerias each month for inclusion in *Intestinal Apocalypse* newsletter.
- Write articles for select publications (*San Francisco Bay Guardian*, *Synthesis*).
- Featured in *San Francisco Chronicle Magazine* (4/2/06), *The New York Times* (11/14/05), *The Los Angeles Times* (1/4/06), *Gelf Magazine* (2/22/06), and many online portals and blogs.

***Other interests:***

- Music
- Hiking
- Travel
- Baseball