

NANCY R. PASSOW
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EXPERIENCE

Write For You in NJ – Owner & founder 2002 to present
Freelance business and technical writer providing: brochures & flyers; press releases; newsletters & articles; Web site content; business writing & technical communications training & workshops.

Fairleigh Dickinson University, Metropolitan Campus 2006 to present
Adjunct Faculty, School of Computer Sciences and Engineering; teaching “Technical Communications” to engineering and technology students.

NRP Associates, Inc. – President 1997 to 2002
Consulting firm focusing on quality, environmental, and safety management

Lonza Inc., Fair Lawn, NJ 1989 to 1997
Associate Director, Plant Support/Responsible Care® Coordinator
1993 to 1997

Provided general liaison between seven individual manufacturing sites and corporate functions, including evaluation, selection, and monitoring of all outside toll manufacturers; internal ISO 9002 audits of Corporate procedures; facilitated two Employee Involvement Teams. Overall responsibility for Lonza’s Responsible Care program including liaison to CMA (now ACC) and SOCMA.

Corporate Manager, Environmental Affairs 1989 to 1993

Sandoz Chemicals Corp., Fair Lawn, NJ (now Clariant) 1986 to 1989
Manager, Safety and Environmental Affairs

Lummus Crest, Bloomfield, NJ 1974 to 1986
Coordinator, Safety and Environmental Affairs, 1982 to 1986
Engineering Development Center

Process Design Engineer, 1974 to 1982
Environmental & Plant Service Systems Section, Lummus Technical Center

EDUCATION

B.S. Chemical Engineering, Columbia University 1972
M.E. Environmental Engineering, Manhattan College 1974

Continuing Education courses and training include: Basic Project Management; Internal ISO 9000 auditing; Introduction to MRP II; Crosby Quality Process; Statistical Process Control; Media/Crisis Communication; Process Value Analysis; Facilitation of Employee Involvement Teams and Team Synergistics; Conflict Management for Technical Professionals; cGMP; Total Quality Environmental Management; Management Training including: empowerment; performance appraisal/salary management; customer focus and satisfaction; and change management.

PROFESSIONAL MEMBERSHIPS

New Jersey Association of Women Business Owners (NJAWBO) – past vice president marketing, Bergen Chapter; state-level past-chair public relations committee, recipient of the Bergen Chapter's Teal Heart service award, June 2001 and June 2007)

Rockland Business Women's Network (RBWN) – past vice president, marketing; editor-in-chief, newsletter

The Association for Women in Communications, northern NJ chapter (AWCNJ) – incoming co-vice president, communications

YWCA of Bergen County – past board of directors, board secretary; past chair of public relations & marketing committee; chair of advocacy committee

Society of Women Engineers (SWE) – past newsletter editor, NJ section

HONORS & AWARDS

RBWN Service Award, 6/2007

NJAWBO Bergen Teal Heart Service Award, 2001 & 2007

Tribute to Women in INdustry (TWIN) award, YWCA of Bergen County, May, 1981

Essie W. Mayer Award (presented by YWCA of Bergen County to a board member who has contributed outstanding leadership to the YWCA), May, 2010.

PUBLICATIONS

"Regulatory Agencies: Survey" and "Regulatory Agencies: Chemical Process Industry" *Kirk-Othmer Encyclopedia of Chemical Technology*, 4th edition, Volume 21, 1997 and on-line service (updated, 2003)

"So You Want to Be an Entrepreneur?" *Chemical Engineering Progress*, American Institute of Chemical Engineers, March 2002

Author of numerous articles and book reviews in *Chemical Engineering* and *Chemical Engineering Progress*; presentations at CMA (now ACC), SOCMA, ACS, and AIChE workshops and conferences.

See web site Portfolio section for additional publications and samples.