



## Strategic Words for Sustainable Business

### About TechScribe Communications:

TechScribe Communications provides strategic copywriting services to corporations, government agencies and non profits. We employ clarity and conciseness to effectively convey messages that:

- Engage Your Audience
- Build Credibility
- Increase value
- Sustain Business

### Company Principal:

Pam May, principal of TechScribe Communications—founded in 2005, has over 15 years of business and technical writing experience. Having worked as a project engineer, May managed various aspects of large scale building and infrastructure construction projects. During this time she planned, wrote and edited documents that were critical to project success. Following her tenure in construction, May earned a M.A. in Organizational Management and worked as a freelance writer, later starting TechScribe.

May possesses a thorough working knowledge of current Good Manufacturing Practices (cGMPs). Her clients span various sectors, including architecture and engineering, education and banking, biotechnology, transportation and green technology.

**Education:** B.S. in Construction Management  
M.A. in Organizational Management

### Partial Client List:

- Association of Bay Area Governments (ABAG)
- Alameda County Improvement Authority (ACTIA)
- Bay Area Business RoundTable (BABRT)
- Bay Area Orthopaedic Sports and Spine
- Bayer HealthCare
- Bechtel
- Golden Gate University
- Regional Technical Training Center (RTTC)
- Union Bank of California
- Wells Fargo

### Testimonial:

*"TechScribe was instrumental in helping ACTIA to launch our eNewsletter. It is helping to keep many informed as to how Measure B dollars are being utilized. I recommend TechScribe to anyone seeking competent copywriting services."*

Tess Lengyel  
Programs and Public Affairs Manager— ACTIA

### Company Information:

- Limited Liability Corporation
- Woman and Minority-Owned Small Business
- Business Partner with Constant Contact
- Accept all Major Credit Cards

**Industry Certifications:** California Basic Education Skills Test, Certificate in Sustainable Business Management, Candidate for Bay Area Green Business Certification

### Key Services:

- Annual Reports and Brochures
- Communications Strategy
- Direct Mail
- Editing
- End User Manuals
- eNewsletters and Newsletters
- Executive Portfolios
- Feature Stories and Promotional Articles
- News Releases
- Proposals
- Websites and Web Content
- White Papers

### NAIC Codes:

- 541613 Marketing Consulting Services
- 541860 Direct Mail
- 541611 Administrative Management
- 562410 Editing Services
- 711510 Technical Writing

### Local Entity Certifications:

Alameda County Transportation Improvement Authority (ACTIA) SLBE  
Alameda County SLEB Certification No. 09-00240  
Port of Oakland LIABE Certification No. 412109  
City of Oakland L/SLBE (pending)

### Memberships:

eLearning Guild, American Society for Quality, Oakland Metropolitan Chamber of Commerce—East Bay Women in Business Roundtable (past executive co-chair), Board Director for BABRT, marketing and public relations chair

### Contact Information:

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