

Merrick Lex Berman

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An experienced project manager, webmaster, and Information Technology administrator, with expertise in academic research. A self-motivated, detail oriented, dependable, and collegial team member focused on results.

Areas of Expertise

- Project Management
 - Digital Humanities
 - Data Archiving
 - Conferences and Meeting Logistics
 - International Collaborations
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Professional Experience

Web Services Manager and GIS Specialist, Harvard Center for Geographic Analysis (CGA) **2013 to present**

- Organized conferences, seminars, and workshops, providing both logistical and technical support.
- Managed CGA departmental website (Drupal), edited CGA Newsletter, & supervised visiting scholars.
- Edited and archived datasets (ChinaMap, JapanMap, Skinner Archive) and managed databases.
- Supervised research interns from drafting of project specifications, to analysis, and visualizations.

Project Manager, G. W. Skinner Archive, Harvard Center for Geographic Analysis (CGA) **2010 to 2012**

- Developed and taught GIS executive training workshops (in Riyadh, Saudi Arabia and Kyoto, Japan).
- Worked with Harvard Faculty, Visiting Scholars, and graduate students to support research projects.
- Edited and published G.W. Skinner Data Archive on China, Japan, and France.

Project Manager, China Historical GIS (CHGIS), Harvard Center for Geographic Analysis (CGA) **2001 to 2010**

- Managed international collaboration between Harvard University and Fudan University, Shanghai.
- Managed budgets, payments, and financial reporting for grant funded research.
- Drafted and implemented MOUs with multiple parties in US, China, Taiwan, Europe.
- Supervised research team, drafted all documentation, edited and published digital products.

Office Administrator, Internet and Telecoms Convergence Consortium, M.I.T. **1998-2000**

- Organized annual conferences of 100+ stakeholders in Cambridge (MA), Ipswich (UK), Aquila (Italy), Brussels (Belgium).
 - Provided Research Support for Professors: Sharon Eisner Gillette, Lee McKnight, William Lehr, David Clark, and John Wroclawski.
 - Oversaw grant applications, general ledgers, and reporting for NSF and privately funded research.
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Software Frequently Used

- MS Office Suite, LibreOffice, Outlook
- Databases: MySQL, Postgresql
- Static sites: Hugo, Hexo, Metalsmith
- CMS: Drupal, Wordpress
- System Admin: CentOS, Ubuntu
- Desktop GIS: QGIS, ArcMap
- Audio Recording: Audacity
- Graphics Editors: Gimp, Photoshop

Education

- University of Massachusetts, Amherst, M.A., Asian Languages (Chinese) and Geosciences, 1998.
- University of Massachusetts, Amherst, B.A., Asian Languages (Chinese), 1992.

Languages

- Mandarin Chinese (intermediate), Japanese, French, Russian (basic reading ability).
- Advanced knowledge of digital East Asian language character set encodings, including Unicode.

Grant Funding Administered

2001-2004	Henry Luce Foundation, <i>CHGIS, Harvard Yenching Institute</i> (\$750K)
2005-2009	National Endowment for the Humanities: <i>CHGIS, Harvard Asia Center</i> (\$500K)
2006	Harvard Provost Office Innovation Grant, <i>GIS Sharing Tool, CGA</i> (\$12.8K)
2009	Weatherhead Center, <i>ChinaMap</i> (\$10K)
2009-2015	G. W. Skinner Estate, <i>Skinner Data Archive</i> (\$120K)
2010-2012	Lee and Juliet Folger Fund, <i>ChinaMap</i> (\$100K)

Distinctions and Awards

- Dean's Distinction Award: Harvard University, Faculty of Arts and Sciences, 2012
- Fulbright Scholarship: Geography, Academia Sinica, Taiwan, 1997-1998

Publications

- *Placing Names, Enriching and Integrating Gazetteers*. Edited by Merrick Lex Berman, Ruth Mostern and Humphrey Southall. Bloomington: Indiana University Press (2016).
- "Boundaries or Networks in Historical GIS," in *Historical Geography*, Vol 33, Special Issue: Emerging Trends in Historical GIS. Baton Rouge: Geoscience Publications (2005): 118-133.