

Senior Technical Writer la METRO SYSTEMS ROMANIA SRL - BestJobs

Job Description

The Senior Technical Writer is primarily responsible for the development and delivery of product documentation (e.g. technical and user guides) for applications developed by Metro Systems.

- Define efficient structure for product documentation
- Create and maintain technical documentation for company's products to serve internal customers
- Organize and track that the documentation is maintained properly by the development team
- Deliver materials to high quality standards of content and presentation (i.e. proofreading, versioning, change control).
- Continuously improve the product documentation through content, style, standards, structure, and presentation.

Knowledge & Skills

Minimum 4 years of relevant job experience

Technical degree or equivalent knowledge in IT industry and products

Technical knowledge:

- High level of experience in creating technical documentation
- High level of competency and working knowledge of dedicated professional tools & methodologies. I.e. Microsoft Word, Sharepoint, WIKI, ARIS
- Knowledge of quality assurance standards

Excellent English language and sound written and verbal skills

Multi-tasking, autonomous, innovative and committed to quality

Efficient teamwork, interpersonal and planning skills

Self-motivated, easy-learner

Benefits

13th month salary

Flexible working time

Mini Bus transfer for the daily commuting to work

Lunch tickets

Medical Plan

Fitness center discount

English courses

High perspectives

Professional infrastructure

Soft skill trainings