

Technical writer part-time/contractor la Movidius SRL - BestJobs

Key Responsibilities:

- Responsible for the maintenance of an XML based documentation framework driven with OpenOffice toolset.
- Responsible for the creation and maintenance of technical documentation.
- Translate technical and/or complicated information into clear, concise documents appropriate for various target audiences.
- Responsible for the alignment of technical documentation with company formats and look&feel.

Key abilities:

- Drive and augment an XML based documentation framework based on OpenOffice tools
- Format, reproduce, and distribute material or follow standard processes so that third parties can publish and distribute material.
- Collaborate with a wide range of technical subject matter experts, accept and implement constructive feedback, diplomatically resolve conflicts, and demonstrate a flexible, can-do attitude.
- Create articulate, intuitive, concise, and well-organized drafts according to corporate style and terminology, using correct grammar and punctuation.

Nice-to-haves:

- Photograph, capture, or create screens, diagrams, matrices, and charts to illustrate materials and use cases.
- Absorb technical concepts and relate them in accurate, intuitive and concise reports and manuals with attention to detail and quality.
- Develop several documents simultaneously and for a variety of customers and timeframes.