

ANEXO AL REGISTRO DE ANUNCIOS DE EMPLEO EN EL ÁREA DE GESTIÓN DEL SERVICIO ANDALUZ DE EMPLEO

DESCRIPCIÓN DEL ANUNCIO

Technical Writer- Granada, Spain

THE ROLE

Providing user documentation for software applications. Technical Writers deliver online help, technical documentation and release notes for a wide range of products. They work closely with the Development team, Business Analysts, Client Services Team and Testers to ensure the accuracy and quality of deliverables.

RESPONSIBILITIES

- Using Agile development principles, produce online help for new and updated applications, to provide user assistance to customers.
- Provide technical documentation for the developers.
- Produce printable release notes, including installation and configuration guides, for regular software releases.
- Monitor and respond to issues logged by other teams against the documentation.
- Feedback to the team members on the user interface, consistency of screen text and messages.
Also contribute suggestions for improvements to the software design and usability.
- Contribute to the working methods and processes of the whole development team. There may be the need for occasional offsite meetings or visits. This job will require ad-hoc flexibility in working hours in order to support and liaise with the company's US division, customers and technology partner.

ESSENTIAL SKILLS/QUALIFICATIONS

- Excellent writing skills, including grammatical accuracy, fluent prose, and the ability to organise material clearly and explain technical concepts in a helpful way.
- A good communicator and an excellent team player. English level C2/proficiency user.
- Problem solving skills, good organisation, multi-tasking and the ability to deliver projects on time.
- Minimum of two years technical communications experience.
- A graduate, or have equivalent experience.
- Advance knowledge of Office 365 and Author IT software.

DESIRABLE SKILLS/QUALIFICATIONS

- Experience of Agile (SCRUM) software development framework is a plus.

We are committed to equality of opportunity for all; applications from individuals are encouraged regardless of age, disability, gender, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.