1560 4165 Technical editor, team leader m-w-d (Balingen area)  
  
New movement together!  
Are you looking for an interesting and crisis-proof job?  
  
We, W&F HR-Consulting, are a top executive search company and are looking for you! (Headhunters)  
We have offices in the districts of Rottweil and Balingen.  
  
On behalf of a TOP technology company from the environmental technology with several hundred employees, we are looking for a long-term  
reinforcement. (we would like to discuss everything else with you personally)  
  
What you can expect:  
  
• Future-proof job, wage according to IG-Metall tariff, 35-hour week, permanent employment contract  
• 30 days vacation, flexible working hours, vacation pay, Christmas bonus, profit sharing, 13.7 salaries  
• Extensive social benefits (company pension, job bike, fitness, further training, canteen......)  
• Responsible and varied activities in an international technology group  
• Good working atmosphere - appreciative, dynamic and cooperative partnership  
• Opportunities for further training - resource-oriented and personal development for a long-term perspective  
  
Your tasks:  
  
• Team leader technical editing  
• Support for the introduction of an editorial system  
• Planning, concept creation and layout design of technical texts and operating instructions with Adobe FrameMaker  
• Creation of legal and standard-compliant documentation according to the Machinery Directive and other relevant standards for our customer-specific devices  
• Research into technical changes and coordination of documentation changes with the parties involved  
• Translation management  
• Organisation, maintenance and archiving of German and foreign language documentation  
• Compilation and management of the CE documents  
• Revision of editorial guidelines and processes in coordination with companies of the Schunk Group  
  
Your profile:  
  
• Completed degree in technical editing/communication or technical training with further training to become a technical editor  
• At least 2 years of professional experience in the field of technical documentation  
• Experience in handling an editorial system  
• Good knowledge of FrameMaker  
• Interest in and understanding of technical content and connections  
• Knowledge of relevant standards and guidelines  
• Good knowledge of SAP, MS Office and Adobe Acrobat  
• Very good knowledge of German in terms of style and spelling  
• Good written and spoken English knowledge  
  
What's next?  
Your resume would suffice for us. You can apply online on our homepage or via email. Then we arrange a telephone appointment for a short telephone interview. Then we get to know each other personally and discuss the details. (We would then need the complete application documents for this).  
  
Of course, we always treat applicant data with absolute confidentiality and discretion!  
Do you have any questions in advance? Then do not hesitate and call us or send us a short e-mail and we will call you back as soon as possible!  
  
And now we look forward to seeing you! Industrial mechanic - industrial engineering We have been active in personnel consulting and IT training for many years.  
You don't apply to one company, we can usually offer you jobs at several companies. We will then work with you to find the right position.  
The first step in applying to the company is always anonymous.  
We value open communication between us and our customers.  
  
Send us your detailed application. We look forward to seeing you! 2023-03-07 15:53:44.870000