

## RESUME

### A ADALARASAN

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📍 Bangalore, India

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### Career Objective

A skilled professional with software documentation, who is looking to pursue a challenging, dynamic, responsible, and motivating career. Excellent ability in editing and adjusting content, based on client feedback and a strong history of meeting deadlines and exceeding expectations.

### Areas of Interest

Technical/Software Writing      Software Development

### Key Skills

#### Total Experience: 4.3 years

- Good understanding of technical writing principles, writing process and objectives.
- Ability to gather information from Subject Matter Experts (SME's) and understanding the technicality of any products.
- Collaborated with product and content experts and built-strong relationships with clients and internal departments.
- Have good patience in learning new technologies and good analytical abilities.
- Possess all the skills required for a successful Technical Writer such as learning ability, writing and presentation skills, and communication ability.
- Hands-on experience on creating and editing of FAQ, Users guides, Release notes, Quick start manuals, Datasheets, and troubleshooting and maintenance manuals.
- Proofread technical content for different target audience.

### Education

- B.E-Aeronautical Engineering, 2014 -18. Tagore Engineering College, Chennai. **(2014-2018)**
- XII-Standard, Amalorpavam Hr. Sec. School, Pondicherry. **2014**
- X-Standard, Amalorpavam Hr. Sec. School, Pondicherry. **2012**

### Certification

- Certified in Aerospace Technical Publications at GLOINNT Solutions, Bangalore.

### Career History

#### Tektronix - India, Karnataka

#### Bangalore: Technical Writer

**October 2022 to Present**

#### Roles & Responsibilities:

- Working as contingent technical writer in Tektronix from Paymaster.
- Experience in creation and revision of writing procedures for User Guides, Installation Manuals, FAQs, Release notes, and Datasheets.
- Managed the Proofreading activities for various manuals within the department.
- Hands-on experience in working on Adobe illustrator tool.
- Collaborating with Subject Matter Experts across multiple departments to ensure delivery of quality and technical accuracy of documentation in a deadline driven environment.
- Creating documents for project management software application and data migration software application.

**AKKA Technologies (AKKODIS) - India, Karnataka****Bangalore: Technical Writer/Author****July 2021 to October 2022****Roles & Responsibilities:**

- Experience in writing procedures for aircraft system and its components on Aircraft Maintenance Manual.
- Hands-on experience working on various Airbus tools.
- In-depth understanding of technical documentation standards like ATA 100, Ispec2200 and S1000D.
- Hands-on experience on the authoring tool like Arbortext EPIC Editor and XML based editors.
- Experience in Authoring the Technical Publication documents as per Simplified English Standard.

**ThoughtFocus Pvt. Ltd.****Mysore: Technical Writer/Author****April 2019 to Jun 2020****Roles & Responsibilities:**

- Technical authoring in Aerospace domain [Working for Airbus] on AMM (Aircraft Maintenance Manual).
- Use of ATA 100, ISPEC 2200/S1000D.
- Worked on ATA chapters 22, 27, 31, 32, 70s for SA/LR/MB programs.
- Worked as a Technical Writer for Airbus client.
- Interacting/working with work packages received from clients for delivery of standard manuals as per project time plan.

**Skills**

Authoring tools	Arbortext Epic Editor, Oxygen XML Editor, Adobe Acrobat/Adobe Reader, MS Office, SAP-GAMS, DITA-XML, Astoria, Snagit, Camtasia, MadCap (Basic)
Authoring Standard	DITA
Project Management tool	JIRA
Process and Methodologies	Software Development Life Cycle (SDLC), Documentation Development Life Cycle (DDLC)
Graphic tools	MS Visio, MS Paint and Adobe Illustrator
Style Guide	ATA 100, ATA iSpec2200, ASDSTE 100, Microsoft Style Guide
Programming language	Python, HTML

**Languages known****English***Full Professional Proficiency***Tamil***Native or Bilingual Proficiency***Hindi***Intermediate Proficiency***Declaration:**

I do hereby declare that all the information furnished above is correct to my knowledge.

Place: Bangalore

Date:

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