

Caleb Spendlove

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@calebspendlove

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Work Experience

Technical Writer (Apr 2013-present), Autonomous Solutions Inc.

Documenting all aspects of vehicle automation systems including hardware and software architecture, assembly, installation, and useage documentation.

Writing specifications, certifications, and process diagrams and documentation.

Working closely with engineers, developers, product owners, quality assurance, and customers to meet customer needs.

Quality Assurance Technician (Nov 2011-Apr 2013), Autonomous Solutions Inc.

Ensured customer needs were met by verifying requirements, documenting testing procedures, and communicating issues clearly to developers.

Technical Qualifications

Proficient

- Illustrator, Photoshop, InDesign, Acrobat
- Microsoft Office Suite
- Mac OS X, Windows
- Oxygen XML, Docbook
- Web help design and development

Familiar

- Premier Pro, Audition, Dreamweaver
- HTML, CSS
- Subversion, Mercurial, Git
- Sharepoint, EPDM
- Linux

Writing Qualifications

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|---------------------------------------|--|
| · API documentation | · Software development process documentation |
| · Web help user database | · Certification documentation |
| · Task-based end-user procedures | · Marketing materials |
| · Software architecture documentation | · Interdepartmental communication |

Educational Experience

Technical Communication Bachelors degree
Utah State University (Spring 2011-Spring 2016)
GPA 3.6

Volunteer Experience

Family Information Resource Center, created
program brochure (May 2014)
Utah Family Partnership Network, designed
website and refreshed site content (Dec 2015)