

SHIVANI BARIGA

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👤 [contact-Shivani Barigae](#)

PROFILE SUMMARY

- As a technical writer with 5+ years of hands-on experience, I excel in translating complex technical information into user-friendly documentation. My proficiency lies in creating manuals, guides, and online resources that empower users to understand and utilize technology effectively.
- Excellent leadership, teamwork, multitasking, communication, and customer-centric skills are developed through daily workplace practice.

SKILLS

Tools

Adobe Frame Maker
Robo Help
Oxygen XML, DITA
Snagit
Microsoft Visio
Jira & Confluence
Camtasia

Process

Agile
Waterfall
SDLC
DDLC

Languages

English
Telugu
Hindi

EXPERIENCE

Senior Data Analysis

July 2016 – February 2022

Camp Systems Private Limited, Hyderabad, India

- Analyzing the data from the maintenance documents and developing precise technical manuals, user manuals, installation guides, and end-user document manuals for the clients and support team.
- Capable of understanding complex technical concepts and presenting them in a clear and accessible manner.
- Productive information manuals and release notes as per client requirements.
- Developing a detail-oriented document structure with required topics
- Identified audience needs and performed task analysis, planned documentation process, designed templates, and layout developed the content.
- Verification and validation check of the technical data, on-system validation of the product, and liaison with customer for acceptance.
- Ability to create high-quality using Microsoft Visio and Snagit and knowledge of video editing software like Camtasia.
- Knowledge of core technical communication concepts like information mapping, topic-based authoring, minimalism, task-oriented design, and single-sourcing.
- Acquire a good understanding of the Product Development Life Cycle (PDLC), Software Development Life Cycle (SDLC), and Document Development Life Cycle (DDLC).

EDUCATION

MBA., Information Systems
Osmania University, Hyderabad, India

June 2017 – July 2019

CERTIFICATIONS

Certified Technical Writer from Aerotech ILS, Hyderabad.

ACCOMPLISHMENTS

Received a Certificate of Appreciation for being an Efficient performer.