

# JASON MORRISON

123 Your Street, San Francisco, CA  
jasonmorrison@example.com  
(123) 456-7890

A Technical Writer with five years of experience, specializing in developing user guides, HTML, quality assurance, and technical writing. A strong history of coordinating with cross-functional teams to create user-facing technical documentation. Expertise in developing accessible training materials for diverse audiences.

## PROFESSIONAL EXPERIENCE

### TECHNICAL WRITER

Workforce Software Solutions, San Francisco, CA | May 2018- Present

- ◆ Collaborate with product management teams and cross-functional groups to develop training guides and documentation for software products generating \$25M in revenue
- ◆ Create feature articles on software products and develop user-facing training materials for customers, including videos, user guides, and white papers
- ◆ Interface with subject matter experts and software engineers to maintain product knowledge and perform quality assurance reviews on technical articles and documents
- ◆ Translated technical concepts and software specifications into accessible business solutions for customers in collaboration with product marketing teams

### TECHNICAL WRITER

Resource Management Software Co., San Francisco, CA | May 2016- May 2018

- ◆ Wrote, proofread, and edited technical documentation in support of enterprise software products, which included creating customer-facing materials on software solutions for resource management and workforce planning
- Collaborated with product owners, cross-functional teams, and software developers to create internal and external guides for software installation, configuration, and usage

## EDUCATION

### BACHELOR OF SCIENCE (B.S.)

University of San Francisco, San Francisco, CA | September 2012-May 2016

### TECHNICAL WRITING

## KEY SKILLS

- ◆ User Training Guides
- ◆ Cross-Functional Collaboration
- ◆ Product Documentation
- ◆ Quality Assurance
- ◆ Microsoft Office Suite

## CERTIFICATIONS

- ◆ Technical Writing Certification Course, Technical Writer HQ, 2017