# TECHNICAL WRITER
# EMMY STEVEN

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## PERSONAL PROFILE

Experienced technical writer, skilled in creating comprehensive, user-friendly documentation and guides for complex software and technology solutions. Proficient in distilling intricate technical concepts into clear, concise content, ensuring end-users easily understand and implement procedures.

## PROFESSIONAL EXPERIENCE

### TECHNICAL WRITER

Polaris Bank Limited | May. 2021 – Present
- Authored, edited, and organized user-friendly technical documentation.
- Reviewed and improved technical content for accuracy and usability.
- Ensured technical content adhered to established style guides and best practices.
- Interacted with subject matter experts to gather in-depth technical information.
- Tailored documentation to meet the needs of end-users, considering their varying levels of expertise.

### CONTENT ADVISORY BOARD MEMBER

LogRocket | Aug. 2023 – Present
- Review and provide feedback on content strategy and goals.
- Advise on content creation, including topics, formats, and channels.
- Ensure content aligns with the organization's mission and values.
- Monitor and assess content quality, accuracy, and relevance.

### TECHNICAL WRITER

WebItscure | Sept. 2019 – Apr. 2021.
- Collaborated with cross-functional teams to understand and document system requirements.
- Created detailed and structured documentation in adherence to technical writing principles.
- Authored user-friendly guides and documentation for web APIs and software systems.
- Conducted thorough testing and reviews of technical content for accuracy and clarity.
- Delivered well-organized and informative technical documentation consistently meeting deadlines.

## SKILLS

- Strong ability to break down complicated jargon and technical terms and make it easy for the average person to understand.
- Excellent editing and composition skills that help me provide high-quality content to clients.
- Superb reading comprehension skills, which gives me an ability to develop an understanding of new technical concepts.
- Capable of meeting deadlines and managing more than one project at a time.
- Active listener and skilled at digesting written or oral instructions from co-workers or clients when putting new projects together.

## EDUCATION

### CARITAS UNIVERSITY, ENUGU

Bachelor of Engineering, 2015
- Associate Developer for School's e-library
- Assist. I.T Officer, University I.T Department
- Member, Literary & Arts Club