

Huw Coverdale Jones

Technical Writer



Contact

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📍 Seltjarnarnes, Iceland

🌐 huw-jones9541b147

Languages

🇬🇧 English - Native Language

🇰🇷 Korean - Professional Conversational Fluency

🇨🇳 Chinese - Professional Conversational Fluency

🇮🇸 Icelandic - Passed Citizenship Test August 2022

Technical Skills

📄 AsciiDoc - Long Time Competent User

📄 LaTeX - Long Time Competent User

📄 Markdown - Long Time Competent User

📄 Git - General Competency for Version Management

📄 DITA-XML - Basic Understanding for Documentation

🐧 Linux Mint and Ubuntu- Keen user since Ubuntu 11.10

🐧 USB Linux- Keen USB distribution user: Tails OS, MX etc.

Profile

🇬🇧 British/Irish Citizen - Can work in EU and UK Legally.

🌍 Well Travelled - Lived in Taiwan, Korea, and China.

🎤 Stand Up Comedian - Performed & written since 2012.

🏋️ Exercise - Regularly lift free weights and do yoga.

Education

2015 - 2017

University of Iceland 📍 Reykjavik, Iceland
MSc Environment and Natural Resources - Renewable Energy
Awarded by Faculty of Industrial Engineering, Mechanical Engineering and Computer Science

Grade: 7.5

2014

School of Oriental and African Studies 📍 London, UK
Certificate in Teaching English for Academic Purposes
Professional Qualification in Teaching English for Higher Education Students.

Grade: Pass

2012

Highbury College 📍 Portsmouth, UK
CELTA
Certificate in English Language Teaching to Adults.

Grade: Pass

2007-2012

School of Oriental and African Studies 📍 London, UK
BA Chinese and Korean
In depth language degree in Chinese and Korean, including studies in Beijing and Seoul.

Grade: 2:1

Work Experience

2023-2024

Technical Writer 📍 Remote, Iceland
GraphAware

- Authored, reviewed, and edited documents for Operations Manual and Orchestra User Guide.
- Gained knowledge writing for data science teams as primary technical writer on the Orchestra team.
- Built on AsciiDoc knowledge by developing documents in an Antora website environment.

2021-2023

Technical Writer 📍 Kopavogur, Iceland
Tern Systems

- Authored, reviewed, and edited technical documentation on all projects.
- Spearheaded documentation conversion process to create a cohesive pdf output.
- Created document-as-code templates for all document types, primarily using AsciiDoc.
- Learned AsciiDoc, Markdown, LaTeX, and DITA-XML for the role.

2019-2021

DPM Technician 📍 Reykjavik, Iceland
Alvotek

- Carried out general pharmaceutical clinical manufacturing in a GMP environment.
- Updated process documentation, including SOPs.

2017-2019

Process Engineer 📍 Reykjavik, Iceland
Omega Algae

- Planned and built plumbing solutions for algae reactors.
- Monitored, maintained, and repaired of electrical systems, sensors, and pumps.
- Wrote and updated technical documentation; SOPs, project data summaries, and experiment reports.