

# HUW COVERDALE JONES

## Technical Writer

@ huwcoverdalejones@gmail.com    +354 784 1195    Seltjarnarnes, Iceland



## EXPERIENCE

### Technical Writer

#### GraphAware Ltd.

Oct 2023 - Feb 2024    Remote

- 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.

### Technical Writer

#### Tern Systems Ehf.

Feb 2021 - Apr 2023    Kopavogur, Iceland

- 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.

### DPM Technician

#### Alvotech

Jul 2019 - Feb 2021    Reykjavik, Iceland

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

### Process Engineer

#### Omega Algae ehf.

Jun 2017- Jun 2019    Reykjavik, Iceland

- 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.

## EDUCATION

### MSc in Environment and Natural Resources; Renewable Energy

#### University of Iceland

Aug 2015 - Oct 2017    Reykjavik, Iceland

### BA in Chinese and Korean

#### School of Oriental and African Studies

Jul 2010 - May 2013    London, United Kindgom

## PROFILE

- Well travelled professional with dual citizenship (British and Irish) and a keen interest in the written and spoken word.
- Experienced technical communicator with a mixed background in languages and technology.
- Competent with LaTeX, AsciiDoc, DITA-XML, and Markdown for code based documentation.
- Proficient with Git for version management, developed through extensive work in software documentation.

## LINKS

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Technical Writing Portfolio

## SKILLS

Technical Writing	●●●●●●
Software Documentation	●●●●●●
AsciiDoc	●●●●●●
Markdown	●●●●●●
LaTeX	●●●●●●
Git	●●●●●●
Linux (Mint, Ubuntu, Manjaro)	●●●●●●

## STRENGTHS

Team Player	●●●●●●
Self Motivated	●●●●●●
Goal Oriented	●●●●●●
Communicator	●●●●●●
Reliable	●●●●●●
Traveller	●●●●●●

## LANGUAGES

English	●●●●●●
Chinese	●●●●●●
Korean	●●●●●●
Icelandic	●●●●●●

## REFERENCES

Danica Stankovic - Lead Teachnical Writer  
@ danica@graphaware.com  
✉ GraphAware

Miro Marchi - Head of Product  
@ miro@graphaware.com  
✉ GraphAware