



(801)-822-2199

an.humes@gmail.com

LinkedIn

# ADAM HUMES

*Technical Writer—7 years*

## EXPERIENCE

### INTELLIGENCE WRITING ANALYST

*Mercor – Remote*

*Sep 2025 – Jan 2026*

- Graded AI responses in creative and technical writing.
- Designed prompts to better help AI learn technical writing.
- Reviewed AI-built websites for quality, functionality, and accuracy to user requests.

### TECHNICAL WRITER

*Humes Consulting Services LLC –Taylorsville, UT*

*Sep 2025 – Dec 2025*

- Analyzed, and updated over thirty cybersecurity policies for clients.
- Designed templates to publish quality, consistent documentation.
- Drafted process flows.

### PROCESS TECHNICAL WRITER

*Pantheon Data – Remote*

*Apr 2025 – May 2025*

- Prepared to support Chief Naval Personnel and BBA (Navy cancelled the project and the team was eliminated).
- Trained in building websites using Salesforce and diagramming in Lucidchart.

### TECHNICAL WRITER

*Pharma Resource Group – Remote*

*Feb 2023 – Feb 2025*

- Reviewed, rewrote, edited, and formatted client documentation including SOPs, WIs, job aids, and forms.
- Received and processed critiques from supervisors and clients.
- Created quality documentation while adhering to strict standards.
- Managed multiple Process Group's document flow.

### TECHNICAL WRITER (Contract)

*Thermo Fisher Scientific – Logan, UT*

*Apr 2021 – Dec 2022*

- Drafted, updated, and maintained work instructions, form control documents, troubleshooting guides, flowcharts, and process qualification forms for in-house manufacturing processes.
- Wrote, edited, and produced help videos.

### TECHNICAL WRITER (Contract)

*Medical Informatics Engineering – Remote*

*Aug 2020 – Apr 2021*

- Wrote, edited, and produced help videos.
- Revised and maintained current documentation.

### DOCUMENTATION SPECIALIST

*Vexcel Imaging (formerly Geomni) – Lehi, UT*

*Apr 2018 – Jul 2020*

- Created user guides for new customer front-facing software and other customer-facing documentation.
- Prepared technical documents for internal stakeholders and external customers using ZenDesk, Confluence, and JIRA.
- Constructed automated emails, API documentation, white papers, and certification programs.

## CLEARANCE OBTAINED

Secret Clearance

## EDUCATION

**BA in English; Minor in  
Technical Comm**

*Utah Valley University*

**Associates in Software  
Development**

*BYU-Idaho*

## CERTIFICATES

**Certificate in Web and  
Computer Programming**

*BYU-Idaho*

**3 Certificates in API  
Technical Writing**

*Udemy*

## SKILLS

Proficient in customer service,  
Microsoft Word, PowerPoint,  
Excel, SharePoint, Jira,  
MasterControl, ZenDesk,  
Salesforce, Lucidchart,  
Python, JavaScript, SQL,  
HTML, CSS.