Full legal name of candidate: Irene Smith

Highest degree earned: BS Information Technology/Software Design

Current student (Y/N), if Yes, Parttime or Fulltime : NA

Did they work at Google previously (provide LDAP if former FTE or TVC): Y (irenesmith13@gmail.com)

Interview availability (1-2 week span): Immediately

If currently interviewing elsewhere including other Google vacancies: No

Notice periods / Start date availability: Immediate.

Willing to relocate (if applicable and at candidates/Staffing Partner’s expense): NA.

Holidays or vacations scheduled (if applicable): NA.

Explanation of gaps in employment dates in resume/cv (> 6 months):

Fluency in languages: English, Native

Is the candidate authorized to work for the specified location (Y/N): Y

Link and/or Attachment for portfolio (if applicable): NA  
PROFILE/SUMMARY: Excellent Technical writer with over 10+ years of experience in Technical writing management. Exceptional experience working with clients like Microsoft and Google to support mixed technical documentations and analytics. Massive experience in API and documentation writing with technical teams and governing data. Communications Management, and continuous improvement . Great problem solving abilities and have more than a decade of experience with research and documentation. She is great in Collecting and analyzing team data to provide insights and feedback. She is very comfortable working Onsite.

Prescreening Questions: Previous experience as a content or technical writer at Google.

Yes

Experience creating technical content for complex platforms

Yes

Experience creating content strategies for complex platforms

Yes

Experience working with Engineers and or Product Managers to create technical documentation.

Yes

Experience creating technical, user and/or training content for a workflow platform.

Yes

Irene Smith

Port Jervis, NY

SUMMARY:

* Hybrid developer/technical writer, with over 30 years' experience with multiple programming languages and technologies. Comfortable with full stack development of both native applications for Windows as well as website and web-based applications. Extensive experience writing API documentation, design and requirement documents, and release notes.

SKILLS:

* Application Development: C# and VB.NET, VBA, Python
* Web Development: HTML 5, CSS 3, JavaScript, jQuery, AngularJS, Bootstrap, ASP.NET, ASP 3.0
* Database: Microsoft SQL Server, MySQL, Oracle, Microsoft Access, MongoDB
* Graphics and Video: Adobe PhotoShop, Adobe Lightroom, PaintShop Pro, Gimp, Microsoft Visio, SnagIt, OBS Studio, Adobe After Effects, Jingo
* Source Control: Git, Perforce, Visual Source Safe (VSS), SVN, Team Foundation Server (TFS)
* Development Tools: Sublime Text 3, Visual Studio, Visual Studio Code, PyCharm
* Operating Systems: Windows, Linux (Ubuntu), DOS, macOS

Work Experience

Amazon Web Services(Full time) Sep 2020 – Apr 2023

**Tech Writer {Code Example Developer (SDE)}**

* Develop C# code examples for the AWS SDK for .NET.
* Participate in an initiative to simplify the inclusion of code examples in developer documentation by including specialized comments in the code.
* Develop scenario applications, applications that perform basic tasks for a single AWS service, and cross-service code examples, applications that use multiple AWS services, usually in the form of an ASP .NET application with a React.js front-end.
* Act as on call for the code examples build process which includes creating test builds on a virtual desktop, then initiating the actual build process on the build servers, and then trouble-shooting any problems that arise.

Mozilla (contract via Harvey Nash) Jun 2018 – Nov 2019

**Tech Writer{Firefox Developer Content Manager}**

* Manage content for MDN Web Docs Browser Extensions and Firefox Developer Tools
* Write tutorials for web development.
* Update and refine existing content to reflect new and updated Firefox features and web development best practices.
* Create example code for tutorials and web APIs.

MongoDB(Full time) Sep 2017 – Mar 2018

**Technical Writer**

* Wrote documentation for MongoDB Atlas
* Collaborated with developers to document new features of MongoDB.
* Created web documentation for MongoDB using restructured Text (reST) and Sphinx.

Moody’s Analytics(contract via Randstad Technologies) nov 2016 – Jun 2017

**Technical Writer**

* Worked with developers to create technical documentation for Cloud Computing Project
* Created stylesheets and documentation templates.
* Helped define processes for support, development, and technical documentation projects.
* Created quick guides, workflows, and high-level overviews for end users.

Credit Suisse, New York, NY (Contract via Insight Global) | May 2016 – Sep 2016

**Technical Writer**

* Interviewed Developers to create technical documentation for CCAR Application Modules
* Helped to create SAD (Software Architecture Documentation) document for CCAR Application
* Created data flow and architectural diagrams and application screenshots.
* Wrote reference materials for use by support personnel in application troubleshooting.

BNP Paribas, New York, NY(Contract via Huxley Associates) Jun 2015- Dec 2015

**Developer**

* Wrote C# console applications that are run as automated processes to update trade data.
* Created VBA Scripts for Microsoft Excel that create reports for traders.
* Enhanced the UI of a stock pricing application that uses MVC, Angular, and Bootstrap
* Wrote, reviewed, and edited project requirements and user stories.

TIAA-CREF, Charlotte, NC (Remote), (Contract via Stratus Technologies, LLC) Nov 2013-feb 2015

**Senior Technical Writer**

* Create and maintain templates and VBA macros to simplify document creation.
* Create and update the Developer's Reference for the PRISM API, an application that uses Oracle coherence to cache mainframe data for a Java API
* Create and update a data dictionary for use by PRISM developers.
* Create and update walkthroughs for the PRISM application that include step-by-step instructions and screenshots.

Google, Inc., New York, NY 10011, (Contract via Apex Systems, Inc) Jul 2012-Jul 2013

**Technical Writer III**

* Wrote technical guides and other documentation using HTML5, CSS3, and markdown.
* Wrote and maintained API documentation for the following Ad Exchange technologies: Buyer REST API, Seller REST API, Buyer SOAP API, Real-time Bidding Protocol
* Wrote the developer’s guide for Google’s open-source project, Open Bidder.

Medidata Solutions, Inc. New York, NY 10003

**Senior Programming Technical Communicator** Jan 2010- Jan 2012

**Senior Technical Communicator, Team Lead** Jan 2008 - Jan 2010

**Technical Communicator** Sep 2006 - Jan 2008

* Scrum Master for internal tools for the Technical Communications department
* Used C# to develop ASP .NET applications, Windows applications, and Microsoft Word add-ins. These tools reduced document preparation time from days to minutes
* Used SQL Server to design and create database model for all internal tools including table design, stored procedures, and functions.
* Lead and mentored, and trained colleagues in creating design specifications and requirements.
* Team Lead for multiple documentation projects

Times Herald Record, Middletown, NY 10940 Feb 2005-Jan 2016

**Paginator, Assistant Obituary Editor**

* Developed a set of Microsoft Word macros to automate the process preparing obituaries, thus reducing preparation time from over half an hour to less than one minute.
* Documented obituary and classified preparation procedures.
* Prepared obituaries and classified advertising for printing

Microsoft, Redmond, WA 98052 Apr 2000-Oct 2003

**Programming Writer (FTE), SQL Server Group**

* Developed samples for the System.Data namespace of the .NET Framework for versions 1.0, 1.1, and 2.0 using C# and VB .NET to create console and ASP .NET applications.
* Used C++, Visual Basic 6.0, Java (Microsoft J++), JavaScript, and VBScript to develop console application examples for Microsoft ADO, OLE DB, and ODBC API references.
* Developed examples for Microsoft XML using C++ and Visual Basic

mpl2.com, Bellevue, WA Aug 1999-Mar 2000

**Programming Writer (on contract at Microsoft)**

* Originally called Meridian Partners, Ltd., mpl2.com placed writers in contract positions at various locations in Redmond, Bellevue, and Seattle including Microsoft.
* Responsibilities
* Wrote conceptual and API reference documentation for Microsoft’s database objects.
* Used C++, Jscript, Visual Basic 6.0, VBScript, and Java to develop ASP 3.0 and console example applications for Microsoft ADO, OLE DB, and ODBC API references.

CRS, Newburgh, NY Apr 1998-Aug 1999

**Application Developer**

* Developed and maintained all modules in the Point-of-Sale suite.
* Designed and developed a data warehousing application that rolls up sales data on a daily basis for retail customers.

Solo Game Development

* Designed, coded, created graphics, and wrote context-sensitive help files for several Microsoft Windows commercial game packages:
* Casino Nights (Craps, Roulette, Black Jack, and Video Poker)
* Dice Games (Crag, Over ‘n Under, and Bird Cage)
* Solitaire (Pyramid and Golf

EDUCATION & CERTIFICATIONS

* University of Phoenix, Online
* BS Information Technology/Software Design
* Orange County Community College, Middletown, NY
* AA, Liberal Arts