

PARTHIBAN P

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Profile

Well-experienced, highly-skilled Technical Writer with well-rounded knowledge in web development, object-oriented and user-centered design, seeks a position with a top technology firm.

Key Skills include:

- Proficient in HTML, CSS, and JS
- Experience in content development for websites
- Knowledgeable in SEO

Work Experience

Technical Writer

Poke Yoke Technologies Pvt. Ltd. for Ramco Systems., 02/2020-05/2020

- Documented help manual for logistics service providing application.
- Worked closely with product and solution architects, developers, system testers, and SMEs to rapidly produce high-quality documentation in an agile development environment.

Notable accomplishments:

- Established the standard template for release notes and introduced modern designs with the help of Robohelp.

Production Editor

Scientific Publishing Services Pvt. Ltd., 06/2017-01/2020

- Experienced in handling quality assurance tools developed internally to analyse the quality of the documents.
- Performed quality assurance, drafted, and edited projects, and other deliverable documents for content, grammar, and style.
- Monitored the flow of all published content from the time of its inception to distribution.

Notable accomplishments:

- Designed production checklist to improve proofreading quality.
- Responsible for training new employees.

Content Writer

Global Foliage Pvt. Ltd., 01/2014-05/2017

- Assisted with creating and developing supporting materials such as illustrations, system diagrams, and other schematics.
- Regularly consulted with renowned experts on specific subject matters in order to ensure accuracy, relevancy, and usability of all technical content.

Notable accomplishments:

- Created and designed help manual for in-house billing and invoicing software.

Content Writer

DreamEntry Pvt. Ltd., 10/2011-11/2013

- Oversees the preparation and revision of the company's research articles.
- Ensures that content properly articulates procedures for safe and compliant operation.

Educational Qualifications

Bachelor of Engineering, Electronics and Communications Engineering, 2011

Higher Secondary School, 2007

Technical Qualification

Completed **Diploma in Technical Writing** from Poke Yoke Technologies Pvt. Ltd., 2019

Completed **English Impact Course** from British Council, 2013

Software Skills

- Html 5
- Css 3
- Python
- Javascript
- Git