### Technical Writer Job Description

As a Senior Technical Writer, you will write accurate, engaging, user-friendly documentation that adheres to [redacted]'s style guidelines. You may also write documentation used by external developers [redacted]. The Senior Technical Writer works under general direction of managers and senior team members.

Responsibilities

* Oversee team collaboration with Development, QA, Product Management, and other groups to plan, research, write, and revise printed and online documentation, including general overviews, tutorials, installation/configuration instructions, training class materials, and API documentation.
* Collaborate with other writers to document [redacted]'s e-discovery products.
* Write for a variety of audiences, from non-technical end users to programmers, system administrators, and integrators.
* Establish team policies and procedures, conforming to existing styles, policies, and procedures.
* Oversee peer editing and production review work.
* Integrate use case and functional data into user documentation and examples.

Minimum Qualifications

* Strong writing, production, and technical editing skills.
* Very strong analytical skills and ability to operate in a fast-paced environment with evolving project requirements and priorities.
* BA/BS in Technical Communication or related discipline, or at least five years of experience in writing complex documentation for web-based software.
* Excellent communication and teamwork skills, including willingness and ability to consult with subject matter experts from engineering, support, and product management.
* Portfolio of work and/or writing samples.

Preferred Qualifications

* A familiarity with API documentation for REST or. NET APIs.
* A familiarity with working and experimenting with code samples to better understand the needs of API consumers.
* Excellent knowledge of MadCap Flare.
* Attention to detail with a creative eye.
* Ability to efficiently and thoroughly address feedback on published content from both customers and internal support representatives.
* Passionate about learning and developing.
* Enjoys working as part of a team in a collaborative environment.
* Exposure to documentation publishing software (MadCap, RoboHelp, Wiki-based).
* Exposure to tech comm programs.