**Job available in these locations:**

Golden Valley, MN, United States

Broomfield, CO, United States

**Join a team recognized for leadership, innovation and diversity**

The future is what you make it!  
  
When you join Honeywell, you become a member of our global team of thinkers, innovators, dreamers, and doers who make the things that make the future. That means changing the way we fly, fueling jets in an eco-friendly way, keeping buildings safe, and even making it possible to breathe on Mars. But working at Honeywell isn’t just about developing cool things—all our employees enjoy access to dynamic career opportunities across different fields and industries.  
  
At Honeywell Aerospace Advanced Connected Sustainability Technologies (ACST), our outstanding team of scientists, engineers, and professionals develop groundbreaking technology by applying their expertise to developing complex hardware and software control systems, atomic physics, ultra-high vacuum environments, cryogenics, cyber security, and other challenging fields.  
  
Honeywell’s ACST team is seeking an experienced Technical Writer for our Golden Valley, MN, Broomfield, CO, or Albuquerque, NM location. In this role, you will use your technical communication skills to assist scientists and engineers in creating technical reports and documents for our customers.  
  
Are you ready to help us make the future?  
  
**YOUR ROLE WILL INCLUDE**

* Researching engineering design specifications, interviewing subject matter experts, examining equipment, and coordinating the documentation effort from initial concept to final product
* Creating, editing, configuring, and validating documentation from research
* Learning, maintaining, and directing configuration management of documents and technical data
* Identifying and resolving documentation issues related to procedures, concepts, organization, presentation, and usability, as well as proposing solutions to stakeholders
* Creating and revising documents to be consistent with established, customer-directed document format and quality style guides to ensure consistency in presentation, tone, and style
* Verifying documents are complete, concise, clear, and that appropriate grammar and format is used
* Working independently with customers to develop documented procedures
* Actively participating on project teams, including recommending and implementing changes to the procedure development manual

**YOU MUST HAVE**

* Bachelor's degree
* Three (3) or more years of experience writing technical documentation
* U.S. Citizenship required to obtain and maintain government security clearance

**WE VALUE**

* Bachelor’s degree in English, Communications, Journalism, or appropriate technical discipline with an emphasis on technical communication
* Three (3) years of demonstrated successful interpersonal communication skills, to include experience working in a team environment and leading others
* Three (3) or more years of experience working with Microsoft Word and Adobe Acrobat
* Knowledge of interviewing for document content
* Experience in document development, with demonstrated writing, editing, formatting, design, and proofreading skills
* Experience using, maintaining, or managing a configuration management system

ACST2022

#LI-Onsite

**Additional Information**

* **Category:** Customer Experience
* **Location:** 1985 Douglas Drive North, Suite Corp ACST, Golden Valley, MN 55422 USA
* Nonexempt