Rashmi Kampurath
Technical Writer

CONTACT
- 131 Butternut Hollow, Acton, MA. 01718
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- Ph: 781-325-3870

EDUCATION
- Bachelor of Technology - Kerala University, India

CERTIFICATION
- Diploma in Technical Communication – Technowrites, India

TECHNICAL SKILLS
- macOS, Windows 10
- MS Office 2019, Adobe RoboHelp
- SnagIt
- Postman, Swagger
- Git, GitHub
- Markdown
- PYTHON
- JavaScript, HTML, CSS

SOFT SKILLS
- Great communication
- Strong work ethic
- Excellent problem-solving skills
- Collaboration
- Attention to Details
- Adaptability
- Time Management
- Teamwork

EXPERIENCE
Technowrites, Pune, India
(June 2020 – Present)
Technical Writer
- ✓ Conceptualized and authored content for webpages
- ✓ Authored and transformed content for improved user experience.
- ✓ Collaborated with SMEs and technical teams to identify and improve design and usability
- ✓ Tested and validated API parameters on Postman
- ✓ Proofread and edited content for other writers
- ✓ Initiated, coached, and trained fellow team-mates on new technologies
- ✓ Contributed to diverse projects

GAO Tek, New York, USA
(October, 2020 – December, 2020)
Intern Technical Writer – Part-time
- ✓ Transformed amazon listings to ensure compliance to product guidelines
- ✓ Collaborated with teams
- ✓ Assisted other senior technical writers
- ✓ Coached other team members to deliver on time

Lexington Public Schools, MA, USA
(Jan 2020 – June 2020)
Substitute Teacher
- ✓ Dispatched lesson plans assigned by the permanent teacher for K-12 students
- ✓ Mentored students through planned activities

ADDITIONAL EXPERIENCE
Shishya BEML Public School, India
School Secretary

S. Madhu and Associates, India
Electrical Design Engineer