



Meenakshi Manoj Kumar

TECHNICAL CONTENT WRITER

+91-7738262470

pal49970@gmail.com

XXXXXXXXXXXXXXXXXX

Proficient Technical Content Writer with a proven track record of creating detailed and user-friendly documentation for over 7 years; Seeking hybrid/remote work opportunities to utilize skills in **Technical Documentation**

Education

- 2016**
M.Tech. (Electronics/
Telecommunication) from UPTU
With 69%
- 2012**
B.Tech. (Electronics/
Telecommunication) from SNDT
Women's University, Mumbai
With 67%

Core Competencies

Content Strategy & Planning

Content Development

Business Consulting

Release Notes Documentation

Case Studies

Proofreading

Front End Documentation

Technical Content Writing

Technical Acumen

Profile Summary

- Experienced Technical Content Writer with a strong background in creating detailed and informative documentation for over 7 years
- Actively contributing as a Technical Content Writer at Fynd, overseeing product documentation and developing internal product documents using Visual Studio Code for efficient deployment
- Showcased proficiency in various forms of technical documentation, such as technical guides, user guides, manuals, and software documentation
- Consistently delivered high-quality content that fulfills the requirements of both internal and external stakeholders
- Proficient in leveraging various tools, including Visual Studio Code, SEO, SEM, and digital marketing, to optimize content visibility and expand its reach
- Committed to ensuring a seamless user experience by creating content that is informative and user-friendly, utilizing best practices in content organization and readability
- Collaborative Team Player with experience in collaborating closely with cross-functional teams, including subject matter experts, designers, and marketers, to produce content that aligns with organizational goals and brand messaging
- Proficient in SEO techniques and keyword research to enhance content visibility and improve search rankings
- Skilled in developing content strategies that align with business objectives, target audience needs, and industry trends, resulting in content that resonates and converts
- Meticulous attention to detail, ensuring content is free from grammatical errors and adheres to style guidelines

Career Timeline

Jan 16 - Jan 18

Content Writer,
Sunville
Enterprises LLP

Feb 18 - Jan 20

Web Content
Writer, Net
technocrats' IT
Services

Jan 20 - Aug 20

Technical
Content Writer,
Ksolves

Sep 20 - Jun 21

Technical
Content Writer,
Veebrij Solutions
Pvt. Ltd.

Since Nov 21

Technical
Content
Writer-1, Fynd

Personal Details

Date of Birth: Nov 29, 1990

Languages Known: English, Hindi,
and Marathi

Work Experience

Technical Content Writer-1, Fynd, Nov 2021 - Present

Responsibilities:

- Developing comprehensive product documentation, including how-to guides for internal and external users, resulting in improved user understanding and usage
- Creating internal product documents using Visual Studio Code, facilitating seamless understanding and usage among team members
- Utilizing Visual Studio Code for efficient deployment purposes
- Successfully improving the accessibility and usability of product documentation, resulting in increased user satisfaction and reduced support queries
- Contributes significantly to the effectiveness of the documentation, making it a valuable resource for users and stakeholders

Technical Content Writer, Veebrij Solutions Pvt. Ltd., Sep 2020 - Jun 2021

Responsibilities:

- Created technical documentation, including technical guides, user guides, and manuals
- Produced high-quality content for various projects, ensuring accuracy, clarity, and adherence to brand guidelines
- Adhered to any established style guides and documentation standards
- Test all documented procedures and steps to ensure accuracy and completeness