



Technical Author - Belfast

Job Description

Summary

As a Technical author you will contribute to the documentation and training of Enea products.

The product documentation suite includes conceptual overviews, procedures, and reference manuals for a technical audience. The authors create documentation plans, review drafts and final production-quality documents. They work hands-on with the software and give input on the user interface of the products.

The Technical Author collects, analyses and organizes source material, including product requirements and design decks. Authors engage with development staff for technical information as well as to review comments and feedback. They are members of the product teams, and work closely with engineering, support and product management.

Major Responsibilities

- Ability to produce high-quality, accurate, well-organized documentation.
- Learn about the Enea product development lifecycle.
- Work with the product software teams to prepare customer documentation and training collateral.
- Ensure that documentation meets corporate styles and standards.
- Report status/issues in a timely manner.

Essential Criteria

- Strong written, verbal and visual communication skills.
- Strong team working skills.
- Experience in using a structured authoring language and editing tool.
- At least 3 years technical writing experience - documenting software, databases, or tools for a technical audience.
- A primary degree.

Desirable Criteria

- Knowledge of DITA/XML.
- Experience in use of Oxygen Author.
- Experience of working in an agile environment.
- Technical communication qualification or at least 5 years' experience working in a technical documentation or corporate training team.
- Experience in use of a picture or video editing tool.
- Ability to work with minimal direction - self-motivated, proactive, conscientious.

Please apply by sending an up-to-date CV, detailing how you meet the essential criteria for this role, to: Caroline.Cunningham@enea.com