



CitiXsys Tech Solutions Private Limited
SDF-A-7, Noida Special Economic Zone
Phase – II, Noida – 201305 Distt. India
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Position: Technical Writer

Experience Required: 5+ Years

Roles & Responsibility:

- Writing technical software product documentation for both end-user and software developers
- Rewriting/editing/proofreading and structured authoring technical content
- Prepare user stories, software requirements, design documents, and workflows (business logic algorithm)
- Profoundly created product business logic documentation for end users' interface and database, including a specific procedure, tasks, procedural steps, required input and output information, and tools needed for each step of that procedure
- Managing tasks on day to day basis

Required Skills:

- Ability to write software content for software products and should be proficient
- Ability to communicate and understand developer's language to write technical content
- Ability to work with developers with hand in hand
- Ability to write technical documentation using the code line
- Excellent verbal and written communication skills, with a thorough knowledge of the English language - grammar, spelling, punctuation
- Good understanding and working knowledge of the Visual Studio code editor – ability to read codes, and syntax
- Working knowledge of Azure inventory and data management
- Strong understanding of document management tools like MS Word, MS Excel, PowerPoint, Visio, Draw.io, and other standard authoring tools