

Requirement for Resource Person (Technical Writing)

Name of the Position	Resource Person (Technical Writing)
No. of Position	02 (Two)
Essential Qualification	B.E./B.Tech (Computer Science/IT/Electronics) or MCA from a recognized Institution/University.
Post Qualification Experience (after acquiring essential qualification)	Min 3 years of relevant experience Post qualification
Desired Knowledge / Qualification / Certification	<ul style="list-style-type: none">• Analyze functional and technical specifications• Research, design, illustrate, write, revise and edit high quality and user-friendly print documentations and interactive manuals.• Design and develop PDF-based documents, Online Help, Knowledge Base, and Frequently Asked Questions for internal and external audiences of the company.• High proficiency in English language-both verbal and written.• Strong knowledge of processes, writing principles, and style guides.• Proven ability to learn new technologies quickly and thoroughly.• Strong team player with good communication, organization, and interpersonal skills.• Strong analytical skills with the ability to plan, prioritize, and respond to changes quickly based on documented results and metrics.• Knowledge of IEEE /W3C /ISO standards.
Monthly Remuneration Consolidated (in Rs.)	Rs. 40,000 /-Per month
Age Limit	Maximum 35 years
Contract Period	Initially for a period of 6 months and extendable based on requirement.

Note: The qualification of the candidate must be from a recognised Institution/Board/University as per Govt. of India Rules.