

TECHNICAL WRITER

Location : 4535 boul. Hamel #240, Québec

OVERVIEW:

The Technical Writer will manage all technical documentation regarding standard and custom products for clients. He or she will also be responsible for updating technical documentation on equipment the company develops. The Technical Writer will offer support to the R&D team.

SPECIFICALLY:

- Write operations manuals
- Write procedures for on-premise installations
- Write manufacturing procedures
- Write internal engineering procedures
- Translate documents from English to French and from French to English

WE ARE LOOKING FOR A CANDIDATE WITH THE FOLLOWING PROFILE:

REQUIREMENTS:

- 3 to 5 years of experience in a similar position
- A degree in Documentation, Computer Science or Information Technology
- Excellent communications skills (spoken and written) in English and French (BILINGUAL)
- Excellent knowledge of MS Office (Word, Excel, PowerPoint)
- In-depth understanding of the processes and technologies related to creating and updating technical documentation
- Experience in writing software and equipment documentation
- Excellent teamwork skills
- Autonomous, results-driven and ability to quickly acquire new skills

CONTACT

Please send your cover letter and resume to
Ms. Marie-Pier Fortier at: rh@leddartech.com

Only selected candidates will be contacted for an interview.