

## Opportunity for Experienced Technical Writers/Instructional Designers to Support Leading Multinational

### The Company

Technically Write IT Ltd. is a Cork-based company that delivers outsourced business-to-business technical writing, editing, and documentation solutions. We work primarily with clients who are involved in software and hi-tech product development on deliverables such as technical guides, user manuals, online help, e-learning, and training material.

### The Position

We are looking for experienced freelance technical writers/instructional designers to join one of our teams on a full-time contract basis. This team supports a leading multinational to develop a wide range of innovative courseware for its software products. The multinational uses this courseware to train its employees, partners, and customers. Successful candidates will be part of a global organization with an open and communicative atmosphere. Training will be provided for tools, processes, and all relevant areas as required.

### Tasks

- Contribute to the courseware design and planning phases, which precede content production
- Create and edit learning and training material for our client that is:
  - Profiled and delivered in multiple formats to accommodate instructor-led training, virtual training, e-learning, and mobile learning
  - Task-based and minimalist, following DITA standards
  - Developed using a range of cutting-edge tools and technologies
  - Based on input and sign-off from subject matter experts (SMEs) to ensure completeness and accuracy
  - Comprised of multiple formats, including text, graphics, interactive simulations (demos and exercises), audio, and animation
  - High quality and focused on clearly defined learning objectives and information needs of the audience

### Requirements

- Excellent written and spoken English (to the standard of a native speaker)
- University degree in technical writing, e-learning, English, IT, or a related subject
- Practical experience of working in a technical writing/e-learning/instructional design environment, preferably in the IT industry
- Sound knowledge of instructional design theory and authoring systems (ideally to include structured XML/DITA) and the ability to learn to use new tools and technologies as needed
- Ability to explain complex concepts in a clear, concise, and understandable manner
- General business knowledge, with a willingness to learn about new areas quickly
- Sense of responsibility and proven ability to work to tight deadlines
- Excellent communication and interpersonal skills
- Ability to work independently and as part of a team
- Ability to work from home (depending on level of experience)

Applicants should send a copy of their CV and some samples of their writing to [info@technicallywriteit.com](mailto:info@technicallywriteit.com). Those applicants we wish to assess further will be asked to take a writing and editing test.

Starting Date: 22 April