

Job # 4

Job Title:	Technical Writer	Job Category:	Analyst
Department/Group:	Solutions Practice	Job Code/ Req#:	-
Location:	Vadodara	Travel Required:	No
Level/Salary Range:	Stipend	Position Type:	Full Time
HR Contact:	rutang@uciny.com	Date Posted:	N/A

Job Description

SKILLS

- Strong Knowledge of object-oriented programming (OOP) principles
- Strong written communication and editing skills
- Familiarity with technical documentation tools (e.g., Microsoft Word, Google Docs, Oxygen XML Editor)
- Ability to convert complex technical information into clear, user-friendly content
- Experience with graphics or screenshot editing tools (e.g., Snagit, Photoshop) is helpful
- Knowledge of HTML, Markdown, or XML is a bonus
- Understanding software development lifecycle. (Designing, Deployment and testing)

QUALIFICATIONS AND EDUCATION REQUIREMENTS

• Bachelor's/master's degree in computer science, Engineering, or a related field

JOB ROLE

- Create and revise documentation such as:
 - User manuals
 - Installation guides
 - Release notes
 - Product specifications
- Proofread and edit technical content for clarity and accuracy
- Collect and edit images/screenshots for manuals
- Maintain internal knowledge bases or FAQs

ADDITIONAL NOTES

- Excellent attention to detail
- Strong organizational and time management skills
- Ability to collaborate with engineers, developers, and product teams
- Eagerness to learn quickly and adapt to new tools and workflows

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