



## DESCRIPTION

Our client is a technology company, part of a Multinational group, that designs and markets solutions and services to unlock the value of data for Telco, Industrial Automation and industrial IoT environment. To support its growth path, We are currently looking for an experienced technical writer. He/She will gather, develop and help disseminating technical information among customers, designers, and manufacturers in structured and usable way by creating, updating and maintaining all necessary documents, manuals and procedures. He/she will also collaborate with the marketing team to write journal articles, whitepapers, and other supporting documents to communicate complex and technical information more easily.

## QUALIFICATIONS – EXPERIENCE - SKILLS

- University degree in engineering, computer science, telecommunications
- 3-5-year experience as a technical writer
- Solid and fluent English skills, both written and spoken. Italian, French and German are a plus
- Ability to structure information and processes in orderly systems
- Sound communication and writing skills complemented by orientation to detail and imagination: a technical writer must be able to take complex, technical information and translate it for non-expert recipients; create instructions detailed enough for others to follow; think about procedures or documents in a way that others would think about them and can benefit from them

## MAIN TASKS & RESPONSIBILITIES

- Work with engineering, marketing and sales to determine the needs of end users of technical documentation, take the lead in gathering all the necessary information, organize and write the documents, owning the whole process including granting the necessary reviews by key stakeholders to deliver the final document. Said documents may include: instruction / user / installation manuals, technical datasheets, grant proposals, invention reports, RFPs, operating instructions, how-to manuals, assembly instructions, “frequently asked questions” pages, video manuals or online content
- Manage the document lifecycle along with products updates or new needs arousal
- Collaborate with the marketing team to write journal articles, whitepapers, and other supporting; documents to communicate complex and technical information more easily
- Collaborate with the European IP management team to ensure proper delivery of invention reports, and support the management of claims, amends and changes to filing

## LOCATION & JOB CONTRACT INFO

CH - Chiasso, 100% (full time) – Permanent Swiss Job Contract

Please send CV (with current photo) by e-mail to [luca.frigerio@4uc.ch](mailto:luca.frigerio@4uc.ch), showing the Ref. **IT-063**; **as stated in the EU Directive 2016/679 (GDPR), please clearly consent** to the treatment and processing of personal data present in your CV, for the Personnel Research and Selection exclusively purposes. Please also be kindly informed **we will not be able to process your application without your explicit consent**; this consent may be revoked at any time by writing to: [info@4uc.ch](mailto:info@4uc.ch). Finally, we will get in touch with you by when your profile will match with the posted vacancy.