



Technical Writer

OMAX Corporation is a rapidly growing, leading provider of precision-engineered abrasive waterjet systems. OMAX has brought together the leading innovators and experts in abrasive waterjet technology, fostering an environment that promotes teamwork and a dedication to excellence. The capabilities of our machines consistently evolve to meet the diverse and changing needs of our customers.

Duties:

- Produce and maintain technical/training content and online help supporting end-users of OMAX abrasive waterjet equipment, products, and accessories
- Research and understand OMAX abrasive waterjet products by studying available literature and interviewing engineers, etc.
- Write, format, and produce publication-ready technical content, that pertains to CAD software, equipment operation, and equipment maintenance using MadCap Flare (primary writing tool), Adobe Creative Suite, FrameMaker (legacy documents), PowerPoint, MS Word, or other authoring software, and following available templates and style guides
- Create templates and style sheets for various single source content outputs, including CHM, PDF, HTML, Web or other as needed
- Produce content in various outputs, including CHM, PDF, HTML, Web or other as needed using MadCap Flare and/or Adobe FrameMaker and/or Adobe RoboHelp
- Observe software, production, assembly, and/or training activities to determine operating procedure and detail
- Create/modify artwork and images to correctly illustrate equipment, hardware, products and operational procedures from photographs and available CAD drawings using Adobe PhotoShop, Illustrator, MadCap, and SolidWorks 3DVIA Composer
- Conduct draft content reviews with product engineering, addressing and resolving all issues noted
- Provide final content to source control in both PDF format using Adobe Acrobat and in a ZIP file containing all source files required to reproduce original document
- Update released documents based upon product changes and any feedback from OMAX distributors, customers and OMAX personnel
- Proof and edit various documents/files as directed per specified criteria and applicable style guides
- Participate in instructional content validation

- Assist in development and maintenance of multi-media presentations or videos for in-house and customer use
- Assist in creation and maintenance of online help content organization and management structure
- Document and process all tasks in Insight
- Responsible for other duties as assigned by the Technical Training Manager

Qualifications:

- Minimum of 5-6 years of experience as a technical writer
- BA in applicable field, or equivalent experience
- Ability to work directly with the product software, equipment, hardware, and components to advance technical understanding quickly and effectively
- Strong software and mechanical background/aptitude required
- Strong English language skills including grammar, spelling, and punctuation
- Strong editing skills to assure compliance to style guides and other writing guidelines
- Excellent writing skills with ability to quickly grasp audience needs and translate overly technical information into accurate and easily understood descriptions and procedures
- Ability to convey thoughts, ideas, procedures with more graphics, less text
- Ability to easily create and modify image files
- Strong interviewing and listening skills
- Strong skills and experience in single source and content management
- Ability to work quickly and independently with minimum supervision to successfully meet scheduling and quality requirements
- Ability to coordinate information with engineers and other subject matter experts to ensure documentation is accurate and current
- Ability to work well with others
- Superior interpersonal and communication skills
- Skilled at collaborating with team members and partners
- Strong attention to detail and readability
- Ability to produce technical content in multiple formats including, but not limited to PDF, MS Word, PowerPoint, HTML, CHM, Web
- Ability to develop and apply styles using CSS in Flare, and style sheets in FrameMaker
- Ability to develop publication-ready content for documents and online help

- Intermediate to advanced working knowledge and experience using HTML, MadCap Flare, Adobe Creative Suite (FrameMaker, Adobe PhotoShop, Adobe Illustrator, Adobe Acrobat, RoboHelp), MS Word, and MS PowerPoint
- Ability to create and organize file structures for online deployment
- Ability to use SVN for revision controlWrite effective copy and instructional text. Writing audio scripts and video scripts is a plus
- Ability to work with various media such as video and audio files a plus
- Experience working with Techsmith Camtasia and JavaScript a plus

OMAX Corporation offers an excellent compensation package that includes a competitive salary, generous benefits such as: medical, dental, and vision coverage, short-term and long-term disability coverage, a 401K Plan with company matching, education reimbursement, paid holidays, vacation and sick time. ***Only qualified applicants will be contacted; must be able to work for any company within the United States.*** Fax resumes to (253) 872-9660 or email resumes to humanresources@omax.com.

OMAX Corporation is an equal opportunity employer