Urgent Job Opening of Manager Technical writer with One of The Leading IT company for Pune Location

Job Posted by karishma | January 19, 2026

Work Experience:

• 3-5 years of experience in technical writing, preferably in the software development or IT industry.

• Strong understanding of documentation tools like MadCap Flare, Adobe FrameMaker, Microsoft Word, or Confluence.

• Experience with version control systems (e.g., Git, SVN) for managing documentation.

• Familiarity with API documentation tools (e.g., Swagger, Postman) and markdown.

• Ability to simplify complex technical content for diverse audiences (e.g., developers, endusers, non-technical stakeholders).

• Knowledge of agile development and how documentation fits into the development lifecycle.

Educational Qualification:

MBA+Engineer

Responsibilities:

• Documentation Creation – Write clear and detailed user manuals, installation guides, API documentation, and release notes.

• Content Structuring – Organize and structure documentation content to make it easy for users to find and understand the information they need.

• Collaboration with Subject Matter Experts – Work closely with developers, engineers, and product managers to gather technical information and ensure documentation is accurate.

• Content Editing & Proofreading – Review and edit documentation to ensure clarity, accuracy, and adherence to company style guides.

• Continuous Improvement – Continuously update and improve documentation as new features are released, ensuring it reflects changes in the product.

• Tool Selection & Management – Select and manage the appropriate documentation tools and ensure proper formatting and version control.

• Documentation for Different Audiences – Tailor documentation for various audiences, including developers, system administrators, and end-users.

• Feedback Integration – Gather and incorporate feedback from users and stakeholders to improve the quality and usability of documentation.
• Training Material Development – Create training manuals, guides, and materials to support internal and external user education.

Salary : Upto 20 LPA

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