



TECHNICAL WRITER

**For consideration, please submit resume and any work samples in PDF to:
jobs@imperx.com*

*Please state the position you are applying for in your email subject line.
Applications without a cover letter will not be considered.*

Imperx, Inc., in business for fifteen years, designs, develops, and manufactures high performance digital cameras and imaging systems applying our leading technology to provide imaging solutions to industrial, scientific, other high-end organizations. Imperx, Inc. is looking for a Technical Writer to join our quickly-growing team. This is a full-time, onsite, technical writing position responsible for leading the development of all customer facing technical documentation for IMPERX Imaging Products and Systems. The role requires a balance of strategic collaboration with the engineering and marketing teams, and requires hands-on day-to-day implementation responsibilities



Detailed Job Description

Under limited supervision, responsible for gathering content from engineering and writing User Hardware/Software Technical Manuals and Product marketing collateral. Responsible for the development and implementation of electronic and online documentation including programming, operations, specifications, installation, and implementation. Ensures that project related documentation meets quality standards and deadlines as assigned. Requires strong understanding of technical writing. Will act as editor for all levels of technical and marketing documents.

- Work closely with marketing and engineering teams to obtain an understanding of the products and documentation requirements and the needs of end users of the technical documentation.
- Create and maintain the information architecture.
- Ensure accuracy of content and incorporate feedback from customers and internal sources to implement improvements, identify gaps and redundancies and improve documentation content and delivery.
- Use drawings, diagrams, animation, and charts as needed to increase users' understanding.
- Produce high-quality documentation that meets applicable standards and is appropriate for its intended audience.
- Ability to proofread, edit language and set standards for documentation.
- Knowledge of procedures for technical documentation design and organization.
- Proficient at writing translatable documentation for use in a global market.
- Test documentation products and written procedures for clarity, applicability and efficiency.
- Implement changes and controls revisions as product features and functions evolve.
- Operate effectively in a team setting with technical, and business development participants.
- Skill in organizing information in a concise, cohesive manner.
- Skill in using written English, grammar, spelling and punctuation.
- Knowledge of business processes, computing principles and basic computing terminology used in describing procedures for using computer hardware and software applications.
- Performs regular updates to specified documents as requirements and content change.
- Skill in operating word processing, database, planning, and publication software.
- Performs other duties as assigned.



Required Qualifications

- Strong oral and written communication skills
- Minimum of 5 years progressive experience in technical writing
- Demonstrated leadership in technical writing
- Demonstrated ability to work across teams, departments, and partners/suppliers
- Ability to quickly grasp complex technical concepts and make them easily understandable in text and pictures
- Excellent written skills in English
- Strong working knowledge of Microsoft Office and Adobe applications
- Currently resides in South Florida

Additional Preferred qualifications

- Experience with imaging products preferred
- Software and Hardware product experience preferred
- Experience in a hi-tech, growth company environment preferred

Required Education

- Bachelor's Degree in a Business or Technical Field

About Imperx, Inc.

- 70 People
- Founded in 2001 and growing by over 50% each year
- Office located in Boca Raton, FL
- Hard-working, casual work environment
- Serious about delivering high quality results, while having fun in the process
- "Realistic Idealists" working to change the world in pragmatic ways
- An equal opportunity employer

Compensation:

We offer a competitive salary and an excellent benefits package including medical, dental, vision, 401(k) with company match, Life, AD&D, VAC, PTO, and more.

Starting Salary: \$50,000