

For more than 20 years, STAR7 has served its customers as a leader in the product information sector. Support for product and process engineering, creating and managing technical content, as well as marketing, translation, printing and virtual experience: STAR7's range of services means it can assist its customers throughout the product life-cycle – from design to aftersales.

The hallmark of STAR7 has always been an approach capable of combining specific know-how, technology and a holistic vision to offer the best possible solutions to the needs of customers and the global market. This approach has seen STAR7 strike major partnerships with leading international companies, establishing it as a reliable and credible global partner. STAR7 is part of the STAR Group network.

STAR7 is looking for a Technical writer with mechanical background

#### **MAIN ACTIVITIES:**

- Receives the technical information needed for the authoring of the requested documentation (i.e. technical specifications, technical drawings, 3D models, pneumatic schematics, hydraulic schematics, manufacturer's system/equipment documentation, physical surveys of procedures/times)
- Performs the contents authoring of the requested documentation, following the indicated standards, using traditional authoring tools (i.e. InDesign, FrameMaker, Xpress, Word, etc), or authoring platforms (XML-based)
- Verifies the documentation produced, following the indicated standards (i.e. applying a checklist)
- Performs the publication of the requested documentation on the platform (CMS) and/or delivers the produced documents to the Customer, using the indicated tools and following the requested standards
- Archives the source, half-processed, and produced documents following the indicated rules
- Reports the progress status of the assigned projects (KPI), following the applicable rules
- When necessary, performs business trips to the Team's facility, in order to collect information, and to receive training about the activities to be performed
- Interacts with the TL about all the previous topics
- Other tasks according to the Team Leader's request.

#### **MAIN REQUIREMENTS**

- Mechanicals, mechatronics, energy, automation or aeronautics High school graduation
- Knowledge of reading and interpreting hydraulic and pneumatic schematics
- Knowledge of the thermodynamics applied to the thermal motors
- Intermediate level (B1) knowledge of the English language non mandatory
- Good knowledge of the Italian language is preferable
- Intermediate level knowledge of the MS Office (Word, Excel, PowerPoint) package. The further following hard skills are to be considered as an asset:

- Previous experience in the Technical authoring field
- Knowledge of the traditional authoring applications, as InDesign, FrameMaker, XPress, etc.

The Technical Writer is endowed with the following soft skills:

- Team Working
- Result Oriented
- Autonomy and Flexibility
- Determination and Proactivity
- Communication and Conflict Management.

### **What you'll find in STAR7**

- You'll become part of an organisation experiencing great growth, in a work environment characterised by development.
- You'll work in a highly qualified, complex and stimulating area.
- You will be supported by an expert tutor
- Training
- Flexible schedule