



WILLIAM PEREZ

Technical Writer

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📍 Los Angeles
🌐 www.qwikresume.com

PROFESSIONAL SUMMARY

Possessing two years of experience as a Technical Writer, I specialize in producing precise documentation that simplifies complex concepts for end users. My skills include collaborating with technical teams to develop user manuals and guides while maintaining adherence to industry standards. I am passionate about enhancing documentation quality and user experience through clear communication.

WORK EXPERIENCE

Technical Writer

Seaside Innovations

📅 Mar / 2024-Ongoing

📍 Santa Monica, CA

1. Developed clear technical content for a variety of publications, including installation, maintenance, and troubleshooting guides.
2. Collaborated with cross-functional teams to gather technical information and create user-friendly documentation.
3. Coordinated the creation of illustrations and graphics to enhance technical manuals and user guides.
4. Participated in the validation and verification of technical publications to ensure compliance with standards.
5. Worked closely with engineering teams to translate complex technical drawings into understandable instructions.
6. Produced concise and accessible content that improved user comprehension and engagement.
7. Managed documentation projects, ensuring timely delivery and adherence to project timelines.

Technical Writer

Crescent Moon Design

📅 Mar / 2023-Mar / 2024

📍 Portland, OR

1. Ensured high-quality documentation by implementing best practices and continuous improvement strategies.
2. Collaborated with developers and QA teams to prepare documentation for successful product launches.
3. Created and updated user guides, reference manuals, and online content to meet evolving user needs.
4. Maintained version control for all documentation, ensuring accuracy and up-to-date information.
5. Prepared documentation for release, verifying compliance with established guidelines.
6. Recommended process enhancements to optimize documentation workflows and improve efficiency.

EDUCATION

Bachelor of Arts in English

University of California

📅 Mar / 2022-Mar / 2023

📍 Denver, CO

Focused on technical communication, writing, and editing.

SKILLS

User Manuals



Technical Documentation Software



Api Documentation



Workflow Optimization



Content Localization



Customer Support Knowledge



INTERESTS

🤿 Scuba Diving

🎮 E-sports

📖 Reading Fiction

🧩 Puzzle Solving

STRENGTHS

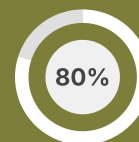
📋 Stewardship

👥 Teamwork

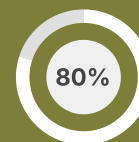
🔑 Tenacity

👁 Vision

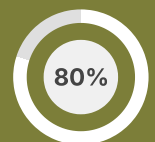
LANGUAGES



English



French



Italian

ACHIEVEMENTS

🌟 Created comprehensive user manuals that reduced support calls by 20%.

🌟 Improved documentation quality through user feedback, leading to a 15% increase in user satisfaction.