

Trainee Technical Author

Location: Letchworth, Hertfordshire
Salary: Attractive packages
Hours: 37 hours per week, with possible overtime
Contract: Permanent

DCS Sonovision UK provides a full range of Technical Publications to multi-national companies world-wide. We develop printed, electronic and online documentation, working to industry specific standards such as S1000D, ATA, JSP and DITA for the Defence, Energy and Aerospace sectors.

The role:

The role will be producing documentation for various world-class manufacturers within the commercial, defence, aerospace, energy and rail industries. You will be producing various forms of Technical Documentation for Commercial and Defence related companies.

The following is a small selection of the types of documentation you could be working on:

- User Guides
- Maintenance Manuals
- Structural Repair Manuals
- Component Maintenance Manuals
- Illustrated Parts Catalogues
- Flight Crew Operations Manuals

To be considered for this opportunity:

You will need to be a Graduate that has studied engineering; Aerospace, Automotive, Electrical/Electronic or Mechanical engineering.

- Good understanding of engineering data in a variety of formats from Engineering drawings to Design Reports
- Ability to communicate technical information in a clear and concise manner
- Adequate competency using different software packages for planning/reporting purposes
- A pro-active thinker that can provide potential solutions
- Ability to track production of tasks from conception to completion
- Drive and enthusiasm to achieve customer quality criteria
- Ability to work to deadlines and adhere to schedules
- Ability work with a minimum of supervision
- UK Passport
- UK Driving License

All candidates will require Security Clearance.

Training:

You will receive on the job training and will be required to complete the Technical/Commercial Authorship course as funded by the Company.

Screening:

Do you have an engineering degree?

Have you an understanding of engineering data in a variety of formats, Drawings and Design Reports?

Are you eligible to live and work in the UK, with a valid UK Passport and driving licence?

If you are interested in joining our team, send your CV to:

Karen Weir

Email: karen.weir@dcs-sonovision.co.uk

Phone: 01462 673820

Address: 1 Business Centre East, Avenue One, Letchworth, Herts, SG6 2HB