

STRASSACKER

PROJECT

Strassacker Project GmbH & Co. KG is a renowned company with experience and success in planning, development, engineering and construction, specializing in custom architectural projects. The company is a competent partner for architects and builders. For major international projects, we manufacture power-operated doors and windows in special sizes as well as façade elements and various other decorative architectural elements made of high-quality materials (especially bronze) for public spaces.

To enhance our team, we are looking for a

Technical Writer

(f/m/d, full- or part-time)

Your tasks:

- Write and revise operating, maintenance, care and assembly instructions (English and German)
- Create technical portfolios for review and approval by our customers
- Create and maintain project-related lists, overviews and evaluations
- Actively support the technical project management and sales in answering customer inquiries and clarifying technical issues
- Independently research information in the specialist departments and prepare it in a structured manner for different document types
- Prepare submissions on time (according to project plan)
- Evaluate relevant directives, regulations and standards as well as project-related specifications and check their correct implementation
- Document the product life cycle and development history of our machines in close coordination with mechanical and electrical engineers
- Proofreading and translations (mainly German to English) for documents of other departments (e.g., structural calculations for submission, marketing and sales documents)
- Checking the supplier documentation for completeness and correctness
- Project-related research and presentations
- Terminology management

Your profile:

- Good to very good German and English skills (min. B2 / C1)
- Ability to explain complex technical issues in text and image in a comprehensible way
- Experienced handling of graphic and typesetting programs (especially Adobe Creative Suite with InDesign, Photoshop, Illustrator)
- Good knowledge of Microsoft Word, PowerPoint and Excel
- Ideally, initial experience in the field of technical documentation (as well as in knowledge and/or project management)

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- Basic knowledge of door technology, mechanics, metal processing, materials science, electronics and programming as well as understanding of technical drawings would be advantageous, but not absolutely necessary.
- A degree in technical communication or a technical training with further training as a technical writer, mechanical engineering studies or study of humanities, language, media and/or communication sciences (or a comparable qualification) would be advantageous.

We also consider career changers and those with job experience outside the area of technical writing as suitable candidates, provided that you possess excellent communicative skills and a high affinity for technical topics.

We expect:

- Willingness to familiarize yourself intensively with current projects
- Very good communication skills
- Problem-solving skills
- Independent, precise and structured work (even under time pressure)
- Resilience and flexibility
- Teamwork

We offer:

- A secure job with a varied range of tasks and responsibility
- An attractive performance-related compensation including bonus payments
- Flexible working hours
- Intensive training
- Individual, personal and professional development
- Free membership in the Society for Technical Communication (tekomp)
- EGYM Wellpass

Are you interested? We look forward to receiving your application.

Please send your application documents, including your possible starting date and salary proposal, to our HR department, preferably by e-mail to Ms. Dilara Dilbaz.

Contact:

Ms. Dilara Dilbaz
Phone: 07162-16 252
E-mail: bewerbung@strassacker-project.de

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