



Komal Arun Nangare

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Profile

11 years of experience in Technical Writing and Publication Coordination. Experience in Aerospace, Automotive, and Software (Healthcare, Banking, Supply Chain etc.) domains.

Areas of Expertise

- Technical Writing, UI/UX Writing
- API Writing (JSON, XML, and REST)
- Excellent Communication and Co-ordination skills
- Project Management
- Quality Control Management
- Team Management
- Github Project Management
- Agile methodology – Scrum master
- Certified Simplified Technical English (ASD-STE) Writer/Reviewer
- CMS: PTC Windchill PDMLink, Robohelp Content Management System, DCS, WFM (Workflow Manager)
- Authoring Tools: XMetaL Author, PTC Arbortext Editor, Oxygen XML Author (DITA), MS-Word, MS Excel, Adobe Framemaker, Drupal, ServiceNow, Notepad++ and Robohelp
- Illustration Tools: PTC Creo illustrate, Snagit, Photoshop, and MS-paint

Professional Experience

HCL Software - Pune, Maharashtra

Senior Software Engineer II

September 2019 to Present

Responsibilities

- Managing and leading software documentation project.
- Planning, scheduling, and tracking documentation work to meet product release dates and client deliverables.
- Providing training to new joiners.
- Doing level one review (editorial and technical) for technical writers.
- Doing French translation for the product.
- Working on Agile methodology: Creating PI planning, epic, and stories for documentation projects using JIRA and responsible for the delivery of the functionality at each sprint.
- Oversee team collaboration with Development, QA, Product Management, and other groups to plan, research, write, and revise online documentation, including general overviews, tutorials, installation/configuration instructions, User guides, Service Bulletins, release notes and training class materials.
- Maintaining and Publishing versioning of the documentation with the help of Github.
- Discussing and resolving queries with developers and SME's.
- Editing and reviewing document against Chicago and IBM style guide.

- Establishing team policies and procedures, conforming to existing styles, policies, and procedures.
- Creating status report of the project and presenting it to the product manager.
- Travelled onsite for project planning.

Honeywell Automation Ind. Ltd. - Pune, Maharashtra

Senior Technical Writer/Systems Engineer

December 2015 to August 2019 (3 Years 8 Months)

Responsibilities

- Managed three software documentation projects from offshore.
- Created and updated Installation guides, User guides, Training materials, Service Bulletins, API's documents using Arbortext Editor (DITA), MS-Word, Frame Maker and Robohelp tools.
- Created and managed Bookmaps and DITA topics in Windchill and Robohelp Content Management System.
- Created illustrations with the help of MS-Paint, SnagIt, and Photoshop.
- Discussed and resolved queries with developers and SME's.
- Edited and reviewed document against Chicago style guide.
- Created status report of the projects and presented it to customers.
- Creating POC for the project.
- Created style guides, templates, and standard guidelines to improve the quality of documents.
- Worked on Agile methodology: Created PI planning, epic, and stories for documentation projects using JIRA and responsible for the delivery of the functionality at each sprint.
- Performed level one review (editorial and technical) for technical writers.
- Travelled onsite for project planning and setting up the standard guidelines.

L & T Technology Services - Mumbai, Maharashtra

Engineer

May 2015 to December 2015 (7 Months)

Responsibilities:

- Creation of Service Work Instruction (SWI) in MS Word and managing them in SAP DMS for Vestas Wind Turbine (V164).
- Analyzed and investigated the various input documents e.g. engineering drawing (ED), BOM, user manual, and item manual.
- Created illustrations markup with the help of Creo illustrate.
- Reviewed the complete procedure of SWI manual against the Vestas style guide and STE guidelines.
- Did a proof reading and editorial review of all SWI manuals for offshore team.

Lionbridge Technologies Inc. - Chennai, Tamilnadu

Technical Author

April 2012 to May 2015 (3 Years 1 Month)

Responsibilities:

- Worked for Rolls-Royce Aero Engines (XWB and TP400) and Airbus.
- Created and revised the procedure in manuals such as AMM (Aircraft Maintenance Manual), CMM (Component Maintenance Manual) and EM (Engine Manual).
- Analyzed and investigated the various inputs documents e.g. engineering drawing (ED), BOM, fitting instructions, SB's, Mods.
- Analyzed the MPL creation requirements (Detailed Parts Lists, Exploded views).

- Created illustrations markups with the help of JT2Go (CAD model) and ED.
- Final editing/writing in Arbotext editor (XML/S1000D).
- Performed the review of the complete installation/removal procedure of AMM and EM manuals against latest style guide of Rolls- Royce and STE guidelines.
- Did mentoring and a peer review for TP400 Project.
- Provided training for new joiners for TP400 project.

Accomplishments:

- **Award and Promotion** for critical contributions to the success of all product releases in 2022.
- **Spot Award** for critical contributions to the success of all product releases in 2021.
- **Bronze Award** for exemplary performance in documentation.
- **Bronze Award** for extended support on the engineering project.
- **Niagara 4 Software Technical Certification.** (Authentication ID: R-56004)
- **STE Certificate** from Etteplan.
- **Certificate for JSON and XML API Writing**
- **Certificate for REST API Writing**

Education

- Completed BSc in Aviation in 2014.
- Completed Aircraft Maintenance Engineering in Avionics stream from Wingsss College of Aviation Technology, Pune. Approved by DGCA, Govt. of India. Session July 2008 to July 2011 and one year of On Job Training (OJT) as a Trainee Technician in Madhya Pradesh Flying Club, Indore.
- Passed 12th from Janata Vidya Mandir, Maharashtra State Board, Pune (2008).

PERSONAL PROFILE

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|-----------------|---|-----------------------------|
| Father's Name | : | Arun Nangare |
| Date of Birth | : | 18/08/1990 |
| Sex | : | Female |
| Passport Number | : | V6919530 |
| Visa | : | US (B1/B2) |
| Language known | : | English, Hindi, and Marathi |
| Nationality | : | Indian |
| Marital Status | : | Married |

REFERENCES

Mike McGinnis - Technical Writer Specialist, Richmond USA
Mobile Number: +1 8045397625

DECLARATION

I hereby declare that information furnished above is true to the best of my knowledge.