

Tech Writer / Analyst

Desired Skill-Set & Responsibilities...

- Works closely with clients to gather business requirements.
- Creates and executes project work plans and revises as appropriate to meet changing needs and requirements.
- Identifies resources needed and assigns individual responsibilities.
- Manages day-to-day operational aspects of a project and scope.
- Reviews deliverables prepared by team before passing to client.
- Prepares for engagement reviews and quality assurance procedures.
- Minimizes our exposure and risk on project.
- Ability to understand the bigger picture of the client's business needs and provide them with solutions.
- Attention to how client business needs ties into technical implementation
- Work closely with programmers and interface effectively between clients and programmers.
- Ensures Technical and Business documentation of projects are complete, current, and stored appropriately.
- Possesses detailed understanding in the areas of application programming, database and system design.
- Programming background and experience in Microsoft Technologies highly preferred.
- Effectively communicates relevant project information to superiors.
- Strong interpersonal skill
- Strong in Microsoft Office, Visio
- **Microsoft Technologies that we use:** SQL, T-SQL, ASP.NET, ASP

If you have the desired skill-set and can fulfill these requirements, please send us your resume.

We would love to have you as part of our Team.