

# Anna P.

## Senior Technical writer

### SUMMARY

- near-native fluency in English and French (6 years living and working in Canada)- vast experience in the creation of technical documentation, user guides, training materials in English and French- a wide experience of translation of technical documentation (English, French, Russian, Ukrainian)- extensive knowledge of learning technologies ample expertise in running workshops on the use of technologies - a dedicated professional with a passion for innovation, a love for a close-knit team and an ability to work in a fast-paced environment.- Native English.- Available ASAP

### TECHNICAL SKILLS

<b>Main Technical Skills</b>	Technical Writer
<b>JavaScript Libraries and Tools</b>	Canva
<b>Social Media Marketing</b>	Webex
<b>Google Cloud Platform</b>	Google Workspace
<b>Collaboration, Task &amp; Issue Tracking</b>	Microsoft Teams
<b>Third Party Tools / IDEs / SDK / Services</b>	Office 365
<b>Platforms</b>	Top Hat, Webex, WordPress, Zoom
<b>Other Technical Skills</b>	Brightspace, D2L, Kahoot! Socrative, OBS Studio, Pikrochart, Wikitext, Yuja

### EXPERIENCE

#### Learning Technologies Specialist, Taylor Institute

July 2020-present

- provides consultation for instructors on the use of learning technologies
- develops training materials and documentation to support the use of learning technologies for end users;
- conducts advanced workshops to enable instructors to effectively use and incorporate learning technologies;



- examines new and emerging learning technologies and applications to support innovation;
- resolves specific and unique end-user issues for learning management applications and other learning platforms

### **Learning Technologies Production Coach**

Nov 2015 - Dec 2020

- worked as part of a team of learning technologies coaches assisting to move the courses online due to COVID-19;
- provided support on learning technologies to instructors across campus
- gave workshops on the use of learning technologies in online teaching;
- created support materials on learning technologies for instructors and students;
- worked collaboratively with education and IT professionals to provide support for instructors teaching online;
- participated in ongoing professional development to better support instructors on using learning technologies more effectively in their courses.

### **Sessional Instructor, University of Calgary**

July 2016-July 2020

- 12 Courses and 9 tutorials taught in linguistics, French, translation, etc.

### **Technical Translator, Softerra**

2012-June 2019

- translated (English to French) of strings and commands for the Adaxes application
- edited existing strings in English

### **Translator of Technical Documentation**

Dec 2006 - May 2014

- translated and edited technical documentation, websites;
- worked as an interpreter at presentations, seminars and social events
- taught English communication skills and strategies to IT specialists;
- translated Salman Khan's video lessons for the virtual Khan Academy dubbed videos in English for the Ukraine Speaks Project

## **EDUCATION**

### **PhD in Linguistics, French Studies, University of Calgary, Alberta, Canada**

Sept 2015 - July 2020

### **BA, MA (English, French), V.N. Karazin Kharkiv National University, Ukraine**

Sept 1999 - June 2005

