

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

Main Technical Skills	Technical Writer
JavaScript Libraries and Tools	Canva
Social Media Marketing	Webex
Google Cloud Platform	Google Workspace
Collaboration, Task & Issue Tracking	Microsoft Teams
Third Party Tools / IDEs / SDK / Services	Office 365
Platforms	Top Hat, Webex, WordPress, Zoom
Other Technical Skills	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

