



# Mir Asad Ali

 [linkedin.com/in/mir-asad-ali-56727120](https://www.linkedin.com/in/mir-asad-ali-56727120)

 <https://mirasadali1985.wordpress.com/>

 mirasadali.1985@gmail.com

 9959683598

## Summary

Analytically and detail-oriented technical documentation professional with extensive experience in writing, editing, project management, and people management. Team player who is flexible, reliable, and adaptable to dynamic environments.

## Experience

### Principal Threat Researcher

Mindtree

Mar 2019 - Aug 2020 (1 year 6 months)

- Managed multiple active documentation releases for the multi-billion-dollar software giant.
- Maintained more than twenty separate documents, totalling over 600 pages of text.
- Created transparency reports and survey for company's product.
- Verified the information in the documents by replicating the scenarios in the test systems
- Developed content based on engineering specifications and interviews.
- Authored and updated user guides, programmer guides, and internal tools, application, and configuration manuals.
- Managed a team of six technical writers for blogging and other software documentation for company's product.

### Senior Technical Writer

Semantify India Technologies

Nov 2017 - Jan 2019 (1 year 3 months)

- Developed user guide, administration and configuration guide, and installation guide in PDF format and HTML formats.
- Authored and updated API documentation.
- Added tremendous value to the documentation in terms of usability, content enrichment, and presentation.
- Performed Quality Assurance (QA) operations such as testing the features for functionality, reporting bugs, etc., thereby adding value to the documentation and the product.
- Trained new team members to be productive resources to ensure delivery of documentation as per deadlines.
- Independently managed multiple ongoing projects
- Enhanced the DDLC to deliver quality documentation on time with negligible errors

### Senior Technical Writer

Cognizant

Mar 2015 - Nov 2017 (2 years 9 months)

- Created and formatted complex architectural block diagrams for a big healthcare organization using MS Visio and restricting content/templates on Confluence.
- Wrote release notes using MS word and MadCap Flare for HMH (Houghton Mifflin Harcourt) project.
- Wrote and created HTML files for a big bank Project using RoboHelp

- Created flow diagrams, style guide in SharePoint for a big consumer product company using MS Visio, Word, and PPT



## Technical Writer

### UST Global

Mar 2014 - Feb 2015 (1 year)

- Planned, wrote, and edited operational and instructional manuals and user guides for a semiconductor giant.
- Wrote/edited test strategy plans for various platforms for their various hardware platforms



## Freelance Technical Writer

Sep 2011 - Feb 2014 (2 years 6 months)

- Planned, wrote, and edited educational dissertation and assignments.
- Wrote and edited content for websites and blogs.



## Consultant

### Deloitte India (Offices of the US)

Oct 2008 - Mar 2010 (1 year 6 months)

- Wrote, updated, and edited technical documentation such as procedure manuals, user guides and manuals, programming manuals, service manuals, technical publications, product specs, and operational specifications for clients such as Shell, ExxonMobil, Texas Instruments etc., for their reference while using our online applications to fill their taxation.
- Conducted various seminars and gathering for our new and existing clients to communicate technical specifications and enhancements for current and future releases.
- Developed FAQ's, Images, demonstration and visual presentation for company products to new and existing clients.
- Researched and compiled reference data, analyzed technical literature available, wrote descriptive copies, and verified technical information with related teams and departments.



## Process Associate

### Wipro Digital Operations and Platforms

Jul 2007 - Oct 2008 (1 year 4 months)

As a junior technical writer, my duties were to determine the needs of end-users of technical documentation.

- Studied product samples and talk with product designers and developers.
- Worked with technical staff to make products easier to use
- Organized and write supporting documents for products.
- Used photographs, drawings, diagrams, animation, and charts that increase user's understanding.
- Standardized content across platforms and media.
- Revised the documents as per the new enhancements.

## Education



### University of Wales

MBA, IT management

2010 - 2011

MBA IT Management



### Jawaharlal Nehru Technological University

Bachelor of Technology, Electronics and Telecommunication engineering

2004 - 2007

University of Wales

**QQS Govt. Polytechnic**

Diploma in Electronics and communications Engineering, Electronics and Communications Engineering

2001 - 2004

**Tagore High School**

High School, English, Maths and Science

2000 - 2001

**Skills**

Microsoft Office • RoboHelp • GitHub • SharePoint • Confluence • SnagIt • WordPress • Adobe Acrobat • Postman API • Swagger API