

VIKASH TULAJARAM

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CAREER OVERVIEW

I am a passionate, reliable and dedicated technical writer with 3.2 year of experience in technical writing and total 4 years of experience. I have gained intensive exposure to the development of technical writing for different kinds of technical manuals, release notes, end user documentation, SOP and API documentation. Dedicated to meeting deadlines and exceeding expectations, more importantly an individual with a willingness to wear a variety of hats, a desire to learn new things.

STRENGTH AND EXPERTISE

Have Completed Bachelor's Degree in Mechanical Engineering and having 4 year of experience.

- Certified in software and API documentation from Udemy.
- Familiar with XML, HTML & SGML based authoring.
- Around 3.2 year of experience in the field of aerospace technical publications.
- Around 10 months in the Gear manufacturing industry in production and quality control.
- Experience in Technical writing for Aircraft Maintenance Manual (AMM), Aircraft Illustrated Part List (AIPC), Components Maintenance Manual (CMM), IPL authoring.
- Experience in S1000D, ATA100, iSpec2200 and STE used for technical manuals.
- Experience in analyzing the Engineering Source data's like the Engineering drawings, Acceptance Test Procedure (ATP), Bill of Materials (BOM), Specifications Drawings, Temporary Revisions (TR), Service Bulletins (SB) and Modification Leaflets (MOD), Non Incorporated Engineering Orders (NIEO), Functional Test Engineering Reports (FTER).
- Responsible for review and delivery of the manuals.

SKILLS AND TOOLS

Oxygen, GitHub (repository and wiki), Canva (for infographic), Arbortext Editor, Adobe Framemaker, Snag IT, Notepad++, MS Visio, MS office, SAP, Agile PLM, Enovia, Airbus CSDB, Catia, Adobe Acrobat Reader DC and IsoDraw CAD processor.

PROJECT SPECIFIC ACTIVITIES

Tech Mahindra LTD

Sept 2021 - Present

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| Role | : | Engineer |
| Tools | : | Arbortext Editor, SAP, Airbus CSDB Tools, E-Room, IETP, TPDP |
| Standards | : | S1000D |
| Manuals | : | Aircraft Maintenance Manual (AMM), Aircraft Illustrated Parts Data publication (IPDP), Aircraft Components Maintenance Publication (ACMP), Aircraft Structural Repair Publication (ASRP). |

- Responsible for creation and revision of the AMP, ACMP, IPDP and ASRP data modules as per the change drives.
- Responsible for doing impact analysis for various source documents like, Modsum, ED, FTER, NIEO & SB.
- Responsible to update the IA file in E-Room, for documentation content domain activates for the AMP, ACMP, IPDP, ASRP.

- Interaction with SMES for verification/clarification of technical information respective of publication queries.
- Create and provide markup for illustration changes to illustration team as per the requirement of source data and Engineering Drawings.
- Create an applicability for the impacted data module & linking the same with DMs, while doing authoring of the data module.
- Adherence to the style guide of technical manual guide and STE.

HCL TECHNOLOGIES LTD

Nov 2020 - Aug 2021

(Out sourced by VSF TECHNOLOGIES PVT LTD)

Role : Technical Author
 Tools : Arbortext Editor, Notepad++ and Arbortext Styler, Agile PLM, MS-Excel
 Standards : S1000D, ISpec2200
 Manuals : Aircraft Illustrated Part List (AIPC), On Aircraft Test Procedure (OATP)

Working in HCL Technologies on the Aircraft Illustrated Part Catalogue manual (AIPC), in Creation & Revision of the manual for the “Inflight Entertainment & Communication System” for various aircrafts and operators.

- Responsible for creation and revision of “aircraft illustrated part list (AIPC) manual and on aircraft test procedure manual (OATP).
- Gathering inputs like Components Parts List (CPL), Engineering Change Order (ECO), Engineering Drawings (EDs), existing copies of the manual, acceptance, operational from the Agile PLM.
- Analyzing the inputs, checking for the impact, doing the markup for the changes.
- Authoring the manuals as per the AIPC guidelines and publications standards.
- Responsible for doing self-review & peer-review of the manuals.

SAFRAN ENGINEERING SERVICES INDIA PVT LTD

Nov 2019 - May 2020

(Out sourced by Euvante Engineering Solutions Pvt Ltd)

Location : ARDC (HAL) working on Tejas Fighter Aircraft
 Role : Technical Author
 Tools : MS word, Arbortext Editor
 Standards : S1000D, ISpec2200 and ATA100
 Manuals : Aircraft Maintenance Manual (AMM), Aircraft Illustrated Part List (AIPC) and Schedule of Equipment’s (SOE)

Working in HAL on light combat aircraft (LCA) series Tejas Fighter Aircraft in ARDC.

- Responsible for analyzing Engineering Drawing, Service Bulletins, Temporary Revisions (TR), Bill of Material (BOM) and modification summery.
- Receive the inputs from air worthiness group (AWG), ARDC and ADA and Segregate the inputs.
- Find the affected tasks in the AMM and AIPC and checking if any illustration changes are required for the task.
- Checking whether any Part Number is getting affected then look for design changes in CATIA for the assembly and if any design change exists.
- Extract the required Assy/part from CATIA, from AWG group and give the required markup and drop it to the illustrator.

- Gather all the required information like, work zone, TTGSEs, consumables, referenced information from various inputs and Reference documents. Get the MS sheet from Enovia and compare the usage code and quantity and check for new/deleted parts in the assy.
- Once the document is created/updated, subject it to internal review and then send it to AWG for review and then to design group (After incorporating AWG feedback) for validation.
- Incorporate the design feedback and deliver it to AWG.

TAKEOFF TECHNOSOLUTIONS PVT LTD

Sept 2018 - Aug 2019

Role : Technical Author
 Tools : Adobe Frame Maker, MS word
 Standards : ISpec2200, ATA100
 Manuals : Component Maintenance Manual (CMM)

- Source Data Analysis, Authoring, Quality and Delivery of the Component Maintenance Manual (CMM) for oxygen system.
- Analyze and gather information required for the creation/revision conversion of the Component Maintenance Manual (CMM) from the source data, such as Engineering Drawing, Service Bulletins, Acceptance Test Procedures (ATP), Temporary Revisions (TR) and Bill of Material (BOM).
- Prepare Effort Estimation for the completion of manual in accordance with delivery.
- Prepare the mark-up of each sections/page blocks from the inputs consolidated from the source data and migrate it to Frame maker.
- Follow work management tool to enter and check the status of a particular tasks.
- Follow standard checklist to perform quality assurance review of the CMM for the accuracy and completeness to the Aerospace Technical Publication Standards.
- Completeness of deliverables with timeliness and quality.

CARRARO INDIA PVT LTD

June 2014 to April 2015

Role : Trainee (DTE)
 Description : It is a gear manufacturing company operated CNC Hobbing, Shaping, Chamfering, and Shaving machines.

- CNC machine operating, clamping and de-clamping machining parts.
- Inspection of machined parts and sending to QC department to check.
- In process components checking.
- Filling of production report and checking of machine checklist.
- Worked as lead operator during employee's union strike and handle lane manpower and machine & lane production operations.

Education

Bachelor of Engineering in Mechanical
 Basaveshwara Engineering Collage, Bagalkote

2015-2018

Diploma in Mechanical Engineering
 HKDT's Polytechnics, Hudagi Village Humnabad

2011-2014

TRAINING & ACHIEVEMENTS

- Completed course in "Software Technical Writing & API Documentation" from Udemy.

- Completed courses in “CATIA V5 & V6R13X, NX10. (UNIGRAPHICS)” from central institute of tool design Hyderabad in 2018
- Have the knowledge of "SOLID EDGE V16, CNC PROGRAMMING"
- Attended the workshop on “SPOT TRAINING PROGRAMME ON BOSCH STARTER & ALTERNATOR”.
- Attended state level engineering project exhibition and competition “SRISHTI INNOVATIVE EXCHANGE 2018”.
- Received appreciation from the manager and higher management for the consistent performance and timely deliverables of the manuals.
- Awarded with “PAT ON THE BACK AWARD” by Tech Mahindra for consistent performance and timely deliverables of the manuals.

PERSONAL PROFILE

Date of birth : 05th June 1995
 Gender : Male
 Marital Status : Single
 Languages : English, Kannada, Marathi, Hindi, and Telugu beginner.
 Permanent address : Morkhandi Village, Tq-Basavakalyan, Dist-Bidar, Karnataka,
 585327

I hereby declare that all the above information given by me is true to my knowledge and I hold the responsibility of the above mentioned information.

Vikash Tulajaram
Signature