



## Documentation Manager

### The Company

Smart software for creative people.

The Foundry is not just a technology maker or a software seller; we are here to empower artists and designers across the world by enhancing their creative potential. We seek to create a world where people can continually raise their creative potential and to champion creative people by developing tools, technologies and processes that empower them to bring their ideas to life, more quickly and effectively.

We believe in:

- Constantly challenging
- Always being approachable
- Committed partners
- Endless enthusiasm!

Our technology portfolio is as creative as it is technical, packed full of ground-breaking, award-winning techy goodness that will have even the most demanding organization salivating!

We are a little bit proud of what we achieve at The Foundry and want to take you on our journey with us.

### The Role

We are looking for a candidate to lead The Foundry's team of Technical Authors.

You'll be responsible for managing the team of technical authors; since this is a relatively small team, you'll also be hands on, and still do some writing yourself. More generally, you'll be responsible for line management of the team, scheduling them against product demands, putting in place the general frameworks (style guide, quality metrics) to ensure a consistent experience for users of our software. You'll also look to continually improve and develop the team; developing the user experience that we provide in terms of non-written documentation and how we can be reactive to the needs of users. Any experience with providing documentation materials in more modern mediums would be an advantage. Day-to-day responsibilities will include editing and proofreading copy that is to be included in the user guides and tutorials, liaising with developers, producing release notes, and writing new content.

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## Required Skills:

- 5+ years' experience as a technical author
- Proficient in using MadCap Flare
- A demonstrable passion for 3D and visual effects
- Degree or equivalent in a relevant subject
- Ability to explain technical software products in plain written English
- Ability to work to tight deadlines in a fast-paced development environment
- Ability to work independently with minimal supervision
- High level of attention to detail
- Self-motivated and pro-active
- Accurate editing and proofreading skills

## Desired Skills:

- Previous technical author team leadership experience
- Knowledge of HTML, CSS, or JavaScript
- Knowledge of Python (or C++, or other OO language)

## Applying

If you meet the criteria, are eligible to work and are interested, please send your covering letter, CV, salary expectations and notice period to [jobs@thefoundry.co.uk](mailto:jobs@thefoundry.co.uk) with the subject "Documentation Manager".

## More About Us

The Foundry designs creative software technologies used to deliver remarkable visual effects and 3D content for the design, visualisation and entertainment industries. The Foundry's software advances the art and technology of visual experience in partnership with creative leaders across the globe. It enables clients like Pixar, Mercedes-Benz, Google, ILM, Weta Digital, Blizzard, The Moving Picture Company and Sony Pictures Imageworks to turn incredible ideas into reality by solving complex creative challenges.

The company was founded in 1996 and is headquartered in London, with 300 staff based across offices in Silicon Valley, Los Angeles, Shanghai, Austin and the UK. The Foundry consistently invests in R&D to provide more efficient ways for its clients to bring visual concepts to life.

In 2015, the London Stock Exchange named The Foundry one of its "1000 Companies to Inspire Britain." It regularly features in The Sunday Times' Tech Track as one of Britain's fastest-growing private technology companies, most recently in 2016 when it also won the Excellence in Service Award at the International Track 200 awards. Every single film nominated for the Academy Award for Best Visual Effects in the last five years was made using The Foundry's

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software.

The company was acquired by HgCapital in 2015.

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