



Technical Writer for System and Component Documentation

Elster AMCO Water is an industry leader and world-class provider of advanced water metering products and intelligent water metering solutions. Elster's long lasting success comes from its heritage of innovation and quality. By combining high quality, highly accurate meters with information technology solutions and wireless communications, Elster is taking water metering to the next generation. This is a new employment opportunity due to business growth and will be based at our headquarters in Ocala, Florida located one hour north of Orlando.

Primary Responsibilities

Under the direction of the Director of Technical Support, the primary purpose of this position is to create and maintain both internal and external documents, manuals, and reverse RFP's. An employee in this position will support Field Operations, Systems Implementation, and Product Marketing teams as well as clients that require detailed technical user manuals for current and future Elster AMCO products.

Knowledge, Skills, and Abilities

- Proficient in Microsoft Office suite, including Visio, Desktop and MS Publisher. Able to learn new software quickly.
- Demonstrate the ability to comprehend engineering and operational processes from previous professional engagements.
- Ability to create technical documents for both hardware and software documentation for internal and external clients.
- Demonstrate the ability to comprehend and map processes.
- Ability to lead/consult team members and clients that have limited knowledge of Technical Support best practices.
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- Ability to manage multiple priorities in a fast paced environment.
- Positive, can do attitude and a mature personality, and show work commitment.
- Professional and discreet demeanor, with a high level of integrity.
- Strong written and oral communication skills, problem resolution.
- Ability to interact successfully with employees, co-workers, and executive management.
- Use sound judgment, manage execution, adaptability, foster teamwork, develop oneself.

- Build relationships, know the business, Display organizational savvy, listening skills

Education and Experience

Bachelor of Science Degree in Engineering, Computer Science, or Operations, with previous experience working with Utility Meters, Automated Meter Reading (AMR) and Advanced Metering Infrastructure (AMI) or a minimum of five years previous experience in the area of Technical Writing is preferred. Must be proficient with Desktop and MS Publisher.

To Apply for this Position

Submit your resume to Human Resources by mail, fax, or email. Please indicate the position title you are applying for in your cover letter.

Mail: Elster AMCO Water, Inc.
Attn: Human Resources
PO Box 1852
Ocala, FL 34478-1852

Fax: 352 369 6589

Email: Attach a Word or PDF file and email to HR@us.elster.com

Elster AMCO Water offers a competitive salary and excellent benefits including consideration of relocation assistance and a generous 401(k) Plan. Visit our Web site at www.elsteramcowater.com and www.elster-evolution.com. Equal Opportunity Employer, M/F/D/V.