



# Technical Writer [Snowdrop Engine] (f/m/d)

**Düsseldorf - Full-time - 743999789970721**

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As a Technical Writer/Content Manager on the Snowdrop team, you will be a vital team member; organizing information, documentation & assets so that anyone working on the project can browse & access it easily. You will ensure key content is written & up to date for everyone on the project with the goal to minimize time spend on searching for the right content and to avoid duplication of work because content cannot be found and therefore is re-created.

- Gathering team requirements regarding content & features needed on the project
  - Identifying & organizing key content within the production. Ensure this content is formalized, structured, shared & accurate
  - Define information architectures, taxonomies and metadata strategies (frameworks for grouping and tagging content);
  - Defining the governance (access rights, workflows, archiving policy, etc.) and ensure it is respected and it is applied by all teams on the project
  - Providing content templates in order to accompany users in their content creation process
  - Enriching content with metadata & tags to improve content findability on the production
  - Defining workflows to ensure content is always enriched by the right experts at the right time
  - Archiving & cleaning content on an ongoing-basis in order to keep the workspace used & useful
  - Relying on user feedback, statistics and benchmark in order to improve the workspace and the way content is organized.
  - Supporting teams on a daily basis to manage more efficiently their content to improve collaboration & communication
  - Training people on how to create, manage & access content
  - Accompany newcomers in their content onboarding
  - Relaying on the production to share useful content outside the project (KC, Portfolio) & reuse resources coming from other projects
  - Evangelize content management best practices and support the evolution of content management ambassadors within the team.
  - Prepare and facilitate content workshops with clients, stakeholders or/and end users
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- 1 - 2 years of experience in digital content or information management
  - Knowledge of content management concepts and best practices
  - Ability to balance strategic vision and tactical to-dos

- Fluent in English
- Ability to work autonomously
- Excellent verbal and written communication skills
- Detail oriented with strong presentation and organizational skills
- Experience working in fast-paced/agile environments

#### Optional, but considered a plus:

- A Bachelors or Masters degree in Information Science, Journalism, Technical writing or Communications preferred
- Familiarity with Confluence
- Knowledge of supporting software/tools, e.g. Markdown, or Gliffy
- Experience with leading change management process a plus

#### Studio Life

Looking to be part of a fun, creative and passionate workplace with a great work life balance? In our open, international and friendly environment you will work with some of the best craftsmen in the industry. Our state of the art studio will inspire you to go above and beyond to create experiences that will stay with the players.

#### Living in Düsseldorf

Düsseldorf is a very multi-national city close to the border of Germany famous for its Japanese culture. A Japanese gardens, "Little Tokyo" area for Asian cuisine, and celebrating Japan Day along the River Rhine are a part of it's charm. Art Galleries and Museums can be found as well as the "Old City" - a lively area of bars and restaurants amongst traditional German architecture.

Two hours from Paris, Amsterdam, the UK & Hamburg - an excellent location to explore Europe even on a weekend. Nature parks offer a sanctuary for those needing a break from city life. More suburban areas surround the city for those looking for a more relaxed pace.

For more information here: [Studio Life & Düsseldorf](#)

- Relocation Assistance provided
- Flexible work hours
- Monthly travel budget
- 26 days holiday, 11 days public holidays, 5 Care for your Sick Child days (all paid)
- Health Insurance (50% contribution paid by Ubisoft) and paid sick days
- Pension Scheme
- Gym subsidy
- Monthly childcare budget
- Discounted games & more

Diversity & Inclusion: (f/m/d = female, male, diverse) At Ubisoft we foster an inclusive environment. All applications are welcome!

Ubisoft Blue Byte GmbH

Studio Düsseldorf

Luise-Rainer Str. 7

40235 Düsseldorf

Geschäftsführer: Yves Guillemot

Sitz der Gesellschaft: Düsseldorf

Amtsgericht Düsseldorf HRB Nr. 51772