

Technical Writer/Document Management system (DMS)Supporter

Join a great company working with a strong sustainable footprint and maybe even just as strong values.

At Nel, our vision is all about 'Empowering generations with clean energy forever'. Our technology allows people and businesses to make everyday use of hydrogen, the most abundant element in the universe.

We believe simplicity is key. This can be a real challenge when dealing with complex technologies, but we believe being a customer of Nel should be simple, with a complete solution that meets your requirements. We value technology that is easy to operate, has a long lifetime, low cost of ownership, and is hassle-free for the end user. Simplicity is the guiding star in our business and values.

About the position

The Documentation Department is sited in the HQ in Lind close to Herning referring to the Product Management department. The team consists of 3 Colleagues with expertise in different fields, two as Documentation Specialists, one as DMS Specialist. As Technical Writer/DMS Supporter, you will play an essential role in pushing Nel's quality standards within the construction, service/maintenance of the Fueling Equipment in the world - to the next level.

Responsibilities

- Support DMS key users
- Perform administrative tasks in DMS like formatting new documents' metadata, adding ID numbers, publishing documents, troubleshooting simple issues, etc.
- Create and maintain technical supporting documentation such as internal guidelines, process descriptions, instructions, and limited technical documentation for externals
- Review documentation

Qualifications

- Middle or higher education degree in communication, languages, linguistics, or similar. Or working experience in the relevant area.
- Excellent MS office skills (esp. Word, Excel, Vision, and SharePoint)
- Knowledge of Document Management Systems and Engineering Change Management
- Documented language proficiency in both written and spoken English

Advantageous:

- Technical understanding

Personal qualifications

- Experience in both independent and teamwork, plus high flexibility
- Service-orientated attitude
- Attention to detail
- High motivation and ability to learn new things and finalize tasks
- Ability to have a structured overview of many tasks and follow up

Working relations

Primary interfaces: DMS Key users, Managers, Subject Matter Experts from various departments i.e.: QHSE, Development & Engineering, Installation Commissioning & Service, and Operations Colleagues from the Documentation team

Apply

To apply, please send your cover letter and resumé to recruitment@nelhydrogen.com. Feel free to also contact Head of Documentation Joanna Panowicz directly on +45 22405106 for further information.

Applications will be continuously monitored, and the right candidate hired when found. So, do not hesitate to apply.

About Nel

Nel is a global, dedicated hydrogen company, delivering optimal solutions to produce, store, and distribute hydrogen from renewable energy. We serve industries, energy, and gas companies with leading hydrogen technology. Our roots date back to 1927, and since then, we have had a proud history of development and continuous improvement of hydrogen technologies. Today, our solutions cover the entire value chain: from hydrogen production technologies to hydrogen Fueling stations, enabling industries to transition to green hydrogen, and providing fuel cell electric vehicles with the same fast Fueling and long range as fossil-fueled vehicles - without the emissions.