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| Jane Doe | | |
| Summary  Detail-oriented and motivated recent graduate with a passion for creating clear and concise documentation. Eager to apply strong writing skills and technical knowledge in a challenging Technical Writer position.  Work Experience  **Technical Writing Intern Jan 2023 – May 2023**  Tech Solutions Inc. New York, NY   * Assisted in creating user manuals and online help documentation for software applications. * Collaborated with developers to gather information and ensure accuracy in documentation.   **Content Writer Jun 2022 – Dec 2022**  Creative Agency LLC New York, NY   * Developed content for blogs and marketing materials, enhancing brand visibility. * Conducted thorough research to ensure factual accuracy and relevance.   Education Bachelor of Arts: English Jan 2022 *University of New York**New York, NY* | Contact  (555) 123-4567  jane.doe@example.com  New York, NY 10001  Skills  Technical Writing  Documentation  Editing  Research  MS Office Suite  Markdown  HTML  Collaboration  Time Management |