



Quantitative Medical Systems (QMS), located in Emeryville, CA, is expanding its leadership position in providing state-of-the-art software systems for the healthcare industry. The software developed at QMS is client-server, user-oriented, non-technical and accessed through a wide area network. Our software concentrates on dialysis billing, tracking of accounts receivable, associated operations, and clinical management analyses/reporting. QMS Focus is the most advanced financial and information management software for dialysis providers and uses a client/server architecture, an Oracle relational database, and a Windows client user interface. It has been this concentration that has established the leadership position that QMS holds today. [Look us up at www.qms-us.com](http://www.qms-us.com).

Technical Writer (job ID TW001)

We are creating new capabilities and releases of our billing and clinical software. We need a Technical Writer to be responsible for end user documentation.

Responsibilities:

- Management of documentation for both applications
- Understand our software products, billing and clinical, and convert that knowledge into accessible, accurate and understandable documentation, including users' manuals, quick guides, training materials, online help, etc.
- Update documentation based on functional specifications created for new features added to the applications
- Creation of release notes
- Work closely with Business Analysts, QA Analysts, and Developers to produce documentation needed

Qualifications:

- 4+ years experience in technical writing
- 4-year degree or related field or equivalent experience
- Experience with producing documentation for software
- Knowledge in documentation development methodologies to ensure that the information developed is relevant, readily understandable, and easily accessible
- Must have advanced proficiency in various document creation and publishing tools
- Must have excellent written and verbal communications skills
- Experience with documenting healthcare software is a plus
- Experience with online help tool is a plus
- Familiarity with SDLC methodology is a plus
- Ability to function independently with minimal oversight and direction
- Ability to work with simultaneous projects with staggered deadlines
- Excellent motivational skills; a can-do attitude
- Small company experience preferred

This position is a direct hire within California.

Benefits Package