

# **Edward Leavy**

## **Technical Writer · UI Writing**

Personal Details: Born 21.12.1993 in Connecticut, USA

Nationality: USA + UK, eligible to work in DE

Address: Schneeglöckchenstr. 25 10407 Berlin

**Telephone**: +49 1520 5208014

E-Mail: <a href="mailto:edwardhleavy@gmail.com">edwardhleavy@gmail.com</a>
Website: <a href="mailto:www.edwardleavy.com">www.edwardleavy.com</a>

#### Certifications

Technical Communicator (tekom) Professional Level (2022)

#### **Work Experience**

03/2022 - Present

iVerse Vision - Regensburg, DE Senior Technical Writer - FT

- Develop and maintain library of product and API documentation for both developers and end-users
- Direct UI writing for Web3 platforms with 250K+ users
- Coordinate multimedia technical communication projects with 20+ programmers and other stakeholders

12/2020 - 06/2021

#### Smartfrog Services GmbH - Berlin, DE

Customer Support Specialist - FT

- Worked with developers to produce ZenDesk content for IoT software including support macros & templates
- Managed English & German customer support initiatives

10/2018 - 10/2019

### Council of Peoples Organization - NYC, NY, USA

Program Manager - FT

- Wrote successful grants applications and successfully achieved media placements in syndicated outlets
- Created marketing copy and press releases

06/2016 - 04/2018

#### PRSONAS, Inc.- Durham, NC, USA

Technical Writing & Marketing Support - PT

- Worked directly with developers and product owner to produce documentation for AI products
- Created marketing materials and social media content

**Education** 

08/2016 - 05/2018 University of North Carolina at Chapel Hill

M.A. TransAtlantic Masters

08/2012 - 05/2016 University of North Carolina at Chapel Hill

B.A. Communications + Global Studies

### Languages

German - B2; Italian - B2; English - Native speaker