

<b>Job Title</b>	<b>Conversion Services Consultant</b>
<b>Reports to</b>	<b>Conversion Services Manager</b>
<b>Location</b>	<b>Ottawa, Canada</b>
<b>Job Type</b>	<b>Permanent</b>

---

For organizations that create online technical catalogues, build new customer service portals, aggregate content for dynamic publishing purposes or develop other innovative web-based applications, the creation and management of content in XML format plays an essential role.

Stilo International plc, with offices in the UK and Ottawa, is a world leader in XML content processing technologies, supporting a global customer base in publishing, high tech, government, aerospace and defense.

Migrate, our world-leading cloud content conversion service, enables documentation teams to convert content from proprietary formats including FrameMaker, InDesign, RoboHelp and Word documents, to XML formats including DITA and custom XML.

To support growth in Migrate sales, we currently have an immediate vacancy for a Conversion Services Consultant, reporting to the Conversion Services Manager, based in our Ottawa office.

**Key responsibilities include:**

- Assisting the sales team in WebEx demonstrations of Migrate to existing and prospective customers
- Configuring Migrate portals for new customers
- Providing ongoing support and training to Migrate users
- Undertaking document conversion projects on behalf of customers, using Migrate
- Periodically assisting at conferences and exhibitions

**Preferred background:**

The role may appeal to a graduate of any discipline, with experience of XML and associated conversion technologies. While not a programming role, some technical skills beyond working with office tools would be desirable. The ability to quickly learn new technical concepts, with an eye for detail and a predilection for quality, are essential.

In particular it will be necessary to rapidly develop a good understanding of DITA XML and other XML standards. Technical training will be provided. Good presentation and communication skills are also required.

You will be working alongside an outstanding, specialist team of developers who are authorities in a dynamic field and also be dealing with customers who are themselves advanced users of content technologies. We emphasize team work and collaboration at Stilo.

**SALARY: competitive, depending upon experience**

**Please respond with a covering letter, detail of current earnings and copy of your CV to [careers@stilo.com](mailto:careers@stilo.com)**