

KEVIN T. HORTON

Technical Writer | Aerospace & Defense Technical Publications

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PROFESSIONAL SUMMARY

Technical Writer with 3+ years of experience developing aerospace and defense technical publications from source-data analysis through final delivery. Experienced in end-to-end print manual and IETM development, S1000D and military specifications, XML structured authoring, technical illustration, stylesheet development, CSDB maintenance, and publication process automation. Skilled at translating engineering data into clear, accurate, user-focused documentation while collaborating directly with engineers, subject matter experts, and customers.

CORE EXPERTISE

Standards & Specifications: S1000D; MIL-STD-40051; MIL-PRF-63029; MIL-PRF-63002; ASD-STE100

Publication Types: S1000D IETMs/IETPs; Operator & Maintenance Manuals; Quick Reference Guides; Modification Work Orders (MWOs); User Guides; Troubleshooting Manuals; Installation Guides; Training Guides

Structured Publishing: XML; DTD-based authoring; XML validation and troubleshooting; stylesheet development and maintenance; CSDB administration

Technical Data Interpretation: Engineering drawings; CAD data; bills of material (BOMs); technical data packages (TDPs); specifications; SME source data; maintenance data; engineering change information

Technical Illustration: S1000D-compliant technical illustration; procedural illustrations; illustrated parts data (IPD) figures; inspection illustrations; repair illustrations; installation/removal illustrations; exploded views; callouts and annotations; locator views

Tools: EAGLE Publishing System; PTC Arbortext IsoDraw; SolidWorks Composer; Adobe InDesign; IADS; Visual Studio Code; Notepad++; Microsoft Office

PROFESSIONAL EXPERIENCE

FULCRUM CONCEPTS LLC

Mattaponi, VA

Technical Writer

2024 - Present

- Lead end-to-end development of S1000D technical publications and IETMs, from engineering source-data analysis and data-module development through XML authoring, technical illustration, validation, publishing, review, and final delivery.
- Author and maintain S1000D Interactive Electronic Technical Manuals (IETMs/IETPs), Operator & Maintenance Manuals, Quick Reference Guides, and Modification Work Orders (MWOs).
- Develop, structure, validate, and maintain XML technical content in accordance with S1000D, as well as MIL-STD-40051, MIL-PRF-63029, and MIL-PRF-63002 requirements.
- Administer and control the Common Source Database (CSDB), including content organization, configuration, maintenance, and management of structured S1000D publication data.
- Interpret engineering drawings, CAD data, bills of material (BOMs), technical data packages (TDPs), specifications, and other engineering source data to develop accurate procedures, descriptions, and support content.
- Produce S1000D-compliant technical illustrations, including procedural, inspection, repair, installation/removal, and illustrated-parts content, and integrate visual information with structured technical data.
- Develop, modify, and maintain publishing stylesheets used to control the formatting and output of structured technical publications.
- Collaborate regularly with engineers, subject matter experts, customers, and other stakeholders to gather technical information, resolve discrepancies, validate content, and incorporate review feedback.

Technical Writer (continued) | 2024 - Present

- Contribute to the development and delivery of 30+ manuals, IETMs, and related technical-publication products while managing multiple concurrent assignments and priorities.
- Improve technical-publication workflows by automating repetitive tasks, creating reusable templates, and standardizing documentation practices to reduce manual effort and improve consistency.
- Supervise and mentor a direct-report technical writer, providing training, work direction, technical guidance, deliverable reviews, feedback, and support for publication priorities and professional development.

FULCRUM CONCEPTS LLC

Mattaponi, VA

Junior Technical Writer

2023 - 2024

- Converted legacy print documentation into IETM and structured digital publication formats.
- Authored and maintained Operator & Maintenance Manuals, MWOs, QRGs, and XML-based technical content in accordance with S1000D and military publication requirements.
- Collaborated with engineers and SMEs to research, validate, and prepare accurate technical content for publication.
- Assisted in the training of new hires.
- Expanded responsibilities in structured authoring, technical publication development, and independent project execution prior to advancement to the Technical Writer role.

EDUCATION

JAMES MADISON UNIVERSITY

Harrisonburg, VA

Bachelor of Science in Health Services Administration,
2022

Minor: General Business | Cum Laude (GPA: 3.5/4.0) | President's List (2 Semesters) | Dean's List (2 Semesters)