**Profile**

Experienced professional with expertise in developing customized e-learning courses, facilitating technical training, and optimizing learning outcomes. Skilled in tailoring instruction for diverse learners, managing LMS platforms in hybrid environments, and applying ADDIE methodology to design effective training materials. Strong leadership, technical, and communication skills help foster collaboration with stakeholders while ensuring high-quality deliverables under tight deadlines.

**Employment History**

Independent Contractor

January 2018 - May 2025

* Developed customized Blackboard eLearning courses for diverse clients and
* Provided tailored instruction to at-risk adult learners for Priority High School’s credit recovery program
* Administered Progressivetech and Apex learning management systems (LMS) for hybrid learning
* Successfully graduated nine seniors in December 2021 and fourteen seniors in May 2022 and in September 2022.

Technical Trainer & Curriculum Specialist, Public Consulting Group

June 2022- September 2024

* Identified training needs and developed curriculum for Child Support, Child Welfare systems
* Designed and delivered training curriculum for large-scale Integrated Eligibility Systems (IES)
* Prepared lesson plans and training materials such as desk aids and infographics
* Facilitated train-the-trainer and employee trainings
* Translated in-person trainings into webinars and videos
* Performed administrative tasks related to training including attendance, scheduling make-ups, providing help-desk assistance

Instructional Developer, Duke Energy

May 2016 – December 2017

* Collaborated with managers, engineers, and other subject matter experts (SMEs) to assess training requirements
* Created five technical instructor-led courses and accompanying materials for Gas Operations in Ohio/Kentucky
* Designed job aids for field technicians and office staff in Ohio, Kentucky, and Indiana
* Produced comprehensive training resources on tight schedules and within budget constraints
* Developed assessments to measure learning outcomes and enhance training effectiveness

**Contact Details**

(215) 668 -6056

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**Skills**

eLearning course development

Instructional design

Learning management systems administration

Training curriculum design

ADDIE methodology

Application of adult learning principles

Assessment development

Technical training facilitation

Communications skills

Presentation skills

Qualitative analytical skills

Quantitative analytical skills

LessonSpace Virtual Classroom

Blackboard Course suites

Adobe Captivate

Articulate Storyline

SharePoint

Microsoft 360 applications

Google Workspace applications

Artificial Intelligence (AI) tools

Training Specialist, INEOS ABS

April 2013 – October 2015

* Designed HR, safety, and technician training materials using ADDIE methodology and adult learning principles to enhance training effectiveness and increase learner engagement
* Conducted and documented training for audit compliance and reporting
* Facilitated employee orientation, onboarding, train-the-trainer sessions, safety training, SOP instruction, and behavior-based safety for a chemical manufacturing plant
* Ensured compliance with training requirements and supported skill development
* Collaborated with third-party vendors to provide soft-skills training and personal development for employees

Instructional Designer II, Brown Mackie College

April 2011 – June 2012

* Designed and developed curricula and academic program materials for LNA, CNA, HHA, HVAC, and HVACR technician certifications for Ohio, Kentucky, and Indiana
* Conducted academic credit analyses, and created course descriptions, syllabi, curriculum maps and catalog pages, as well as course sequence for diploma, associate’s, and bachelor’s degree programs
* Optimized lesson plan and eCollege face-to-face content for blended learning environment

Instructional Designer I, College of Mount St. Joseph

July 2009 – March 2011

* Managed all aspects of the learning management systems administration for the college
* Consulted with faculty on best use of technology for their courses using applied QualityMatters.org standards
* Delivered training as needed to faculty on the use of Blackboard WebCT CE 4.1 and Blackboard Learn (9.0) as well as developed online software training modules and materials for faculty
* Created "Developing Quality Blended Learning Course"(a blended course for faculty development) and facilitated face-to-face class sessions as needed
* Researched and made recommendations on updating the College's course management system from WebCT to Blackboard

**Education**

* MBA (marketing), Miami University, Oxford
* BA, (economics), The Ohio State University, Columbus