Senior IT Trainer Senior IT Trainer IT Administrator, E-Learning Specialist/Manager Fountain, CO

Are you looking for someone with over 15 years of experience as Web Manager, Curriculum Developer and IT Trainer with 2 Universities, Global Shipping and Navy DOD? Do you need someone with excellent skills in Marketing and Communication, who creates innovative Blogs, Social Media Campaigns and Webinars? Does being detail-oriented, conducting extensive research to deliver results, experience creating educational materials and customer-based solutions fit your ideal candidate? Authorized to work in the US for any employer Work Experience Senior IT Trainer Western Governors University - Salt Lake City, UT October 2017 to December 2018 Self-Starting and detail oriented LMS Administrator and New Hire Coordinator Designed Marketing and Communications for Online Curriculum using SEO and Animitron Created engaging E-Learning courses for IT and Service Desk employees Project Manager, Editor, Evaluator using Office365, Teams, Sway, Planner, Flow Implemented Neuroscience and Learning Strategies for efficiency and effectiveness Certified Scrum Master E-Learning Specialist/Manager Infinisource/iSolved - Salt Lake City, UT June 2016 to June 2017 Collaborated with training managers, operations and development team members to support their initiatives and goals with recurrent training Teamed up with Senior Developer of the website on the design and user experience Developed online curriculum and the e-learning program providing customers, partners and employees with up to date technology functionality Evaluation of online training courses for a wide range of customers and partners Reported analysis of usage and outcomes Web Manager InXpress - South Jordan, UT 2015 to 2016 Project management and Collaboration amongst other trainers to ensure compliance Translated course material in Spanish, French, Korean and Vietnamese Modern multimedia and Curriculum Design of the global training curriculum, the LMS and University Development of training including the integration of video into existing online and other training materials Implementing new materials, modernizing existing course material Evaluation of existing InXpress software programs Web Manager Nazarene Bible College - Colorado Springs, CO 2011 to 2015 Program Manager of LMS Registration,Advising Utilities serving 10 colleges Spanish Translation of course material using HTML, UTF-8, non-Unicode

Fonts   Curriculum Developer, Editor, Content Manager using the ADDIE model   Campus and Online Liaison for Education, Course Development, Tech Service and Help Desk   Database developer: Invoices, Forms, Web Interactive, Tech calls and issues tracking Database developer W R Systems, LTD - Norfolk, VA 2009 to 2010 23513 Technical Editor . Technical Editor and Quality Assurance for the development of Government contractual documentation including: Navigation System Operating Procedures, Software User Manuals, Assembly Procedures and Distribution Lists. Editor of SOW, ROM, MSR, TCR and MOD . Correct and rewrite scientific departmental documentation, according to government standards . Development of a Relational Database with Reports, Forms, and Analyses Models, as well as a MSWord Boiler Macro for use in NAVCERT compilations . Technical documentation including: Technical Manuals, Computer-based Training Modules, Proposals, Contracts, Processes and Procedures, Software User Manuals, Assembly Procedures and Distribution Lists . Creation and modification of text, tables and graphics . W R Systems representative at the Joint Warfighting Conference and Expo, a premier venue for military professionals and industry leaders Technology Trainer/Curriculum Developer/Website Administrator Cooperstown Central School District - Cooperstown, NY 2000 to 2008   Website Developer and Administrator with full responsibility for content, stats, promotions, information design, navigation design, and interface design   Developed, community outreach, parent portal, student accessibility, on-line learning modules using HTML, Multimedia Web Expressions, CSS, FrontPage, Flash 8, Fireworks 8, Dreamweaver, Contribute and TeacherWeb Technology and Marketing of Innovative Technology Trends in Education   Instructor with 8 years experience teaching Internet Information Literacy for grades 1-5 using Curriculum Teaching Model according to New York State Standards ISTE, AACE   Teaching Faculty Adult Education, In-Service Training   Public Speaking and Presenting to Board of Education, Superintendent, and Administration Education B.A. in Psychology Christian Leadership University Counseling Adams State College Psychology Skills CSS (10+ years), DreamWeaver (10+ years), HTML (10+ years), PhotoShop (10+ years), training (10+ years), Scheduling, inventory, Inventory Management, Operations, Payroll, Management, Sales, Excel, Microsoft Office, Team Building Certifications/Licenses Scrum Master October 2017 Additional

Information KEY STRENGTHS: CURRICULUM DEVELOPER/ INSTRUCTIONAL DESIGN/WEB MANAGER of dCourseWeb (LMS) of 10 Universities and Colleges, Online Education (HLC), NY Technology Teaching Model ISTE, E-Learning Development, Moodle LMS, and iSolved LMS TECHNICAL EDITOR Government Technical Manuals, Computer Training Modules, Proposals, Contracts, Processes and Procedures, SOW, ROM, MSR, TCR and MOD MULTI-MEDIA presentation and Web design for groups and individuals using Blogs, Social Media, Newspapers, Radio Commercials, Brochures TECHNOLOGY TRAINER/TEACHER Online Education using dCourseWeb LMS, teaching in the public school setting, for faculty, adults and students in Microsoft Suite, Multi-Media, Social Media, Publishing and Game Animation DATABASE DEVELOPER Reports, Forms, and Analyses Models as well as Boiler Macro PUBLIC SPEAKING, NEGOTIATIONS, SALES Women's Conference Keynote Speaker, Technology Sales, Fund Raising, Charitable Contributions COMMUNITY INVOLVEMENT Special Event Planning and Organization, Community Outreach, Volunteers, Cooperstown Winter Carnival Co-Chair, Volunteer Adult Technology Trainer Volunteer Adult Technology Trainer   SKILLSET Adobe Photoshop Adobe Captivate Adobe Flash Adobe Acrobat Adobe Articulate Moodle DreamWeaver Camtasia CSS HTML 5 XML EPIC MS Word MS Excel MS Access MS Outlook MS Infopath MS OneNote MS Publisher MS FrontPage MS SQLServer MS SharePoint MS PowerPoint Beyond Compare PaintShop Pro ThePrintShop 3D Animation 3D Graphics dCourseWeb Gamemaker JavaScript Arbortext Survey Monkey

Name: James Johnson

Email: zimmermanrobin@example.net

Phone: 001-557-376-1597x36341