

# Amanda N. Perez

(845)549-4011 • amanda.n.perezid@gmail.com • Gilbert, Arizona • [www.linkedin.com/in/amandanicoleperez](http://www.linkedin.com/in/amandanicoleperez)

---

## PROFESSIONAL SUMMARY

Experienced instructional designer and former elementary teacher with a strong foundation in curriculum development and e-learning. Skilled in designing creative, learner-focused digital education solutions for the United States Army, with a passion for using human-centered design to ensure accessibility and inclusivity in all learning materials. Driven by a commitment to breaking down barriers to education and fostering engaging, effective learning experiences for diverse audiences.

### **SKILLS**

- Curriculum development
- Organization
- Project planning and reporting
- Communication
- Research and analysis
- Team player
- Quality assurance/control (QA/QC)
- Partnership with client(s)
- Design/development
- 508 compliance

### **LEARNING MANAGEMENT SYSTEMS (LMS)**

- Blackboard (Bb)/Bb.mil
- Army Knowledge Online (AKO)
- Joint Knowledge Online (JKO)

### **SOFTWARE**

- Training Development Capability (TDC)
- Microsoft Office Suite
- Articulate 360 - Storyline, Rise
- Adobe Captivate

### **DESIGN METHODOLOGIES**

- Bloom's Taxonomy
- Analysis Design Development Implementation Evaluation (ADDIE)
- Human Centered Design (HCD)
- Backwards Design
- Rapid Prototyping
- Kemp Design Model
- Experiential Learning

## PROFESSIONAL EXPERIENCE

**May 2023 – present Nisga'a Tek Goldbelt Company, Fort Sam Houston, Texas (Remote)**

**Instructional Systems Designer IV – Government Contractor**

- Project lead for the Army University (ArmyU) Instructor Writer Course (IWC)
- Researched integration of GenAI tools into e-learning courses
- Designed and facilitated a workshop “Confidence in the Workplace” based on indigenous research
- Co-led Captain's Career Course-DL (CCC-DL) a responsive, adaptive learning course with an emphasis on storytelling, scenarios and interactions

**Aug 2022 – May 2023 Ahtna, Fort Sam Houston, Texas (Remote)**

**Instructional Systems Designer II – Government Contractor**

- Researched, designed and facilitated a workshop for colleagues using HCD principles
- Conducted interviews with target audience(s) for data collection and analysis for course development
- Collaborated with project subject matter experts (SMEs) and proponent(s)
- Created interactive learning activities using E-learning Heroes and IDEO Design kit for inspiration and resources
- Organized courseware into a logical manner
- Created and maintained project management tools to track project milestones, documentation of risks, and team accountability

**Jun 2019 – Jul 2022 1Prospect, Fort Sam Houston, Texas (Hybrid)**

**Instructional Systems Designer I/II – Government Contractor**

- Led a team to develop a 1496hr Clinical Laboratory Officer Course (CLOC) for Soldiers at Walter Reed National Military Medical Center (WRNMMC)
- Implemented processes for distance learning products into TDC while adhering to U.S. Army Training and Doctrine Command (TRADOC) design standards

- Developed course reports including Learning Solutions Report (LSR), Course Management Plan (CMP), Course Maps (CMs), milestone trackers, Program of Instructions (POIs), Course Administrative Data (CAD), and Individual Student Assessment Plan (ISAP)
- Communicated project milestones and risks to clients and contract/government leadership team
- Facilitated After Action Reviews (AARs) and project standups

**Nov 2018 – Jun 2019 1Prospect, Fort Sam Houston, Texas (on-site)**

**Technical Support Specialist – Government Contractor**

- QA/QC for eLearning products, project documents, and residential course materials
- Data entry into TDC software and Microsoft Office Suite applications
- Performed lesson audits for data collection and assurance compliance of TRADOC regulations
- Participated in a working group tasked with the mission analysis, job analysis, collective task and individual task analysis for the Combat Medic 68W Military Occupational Specialty (MOS)

**Aug 2010 – Nov 2018 Teacher, San Antonio Independent School District (SAISD)**

- Instructed and mentored inner city youth in pre-k, second and third grade

**CERTIFICATIONS**

Human Centered Design

Elementary Education K-5

Teaching English as a Second Language

**EDUCATION**

May 2014 – Master's Degree Teaching English as a Second Language | University of Texas at San Antonio (UTSA)

Dec 2010 – Bachelor's Degree Elementary Education, Minor; French Education | Buffalo State College