1. Taught [Type], [Type] and [Type] coding languages according to age group and ability.
2. Maintained inventory and upkeep for [Number] [Type] devices and computers.
3. Planned and implemented curriculum to teach up-to-date technology to [Number] students.
4. Emphasized web etiquette and practical applications of technology for professional use.
5. Attended professional development technology courses to increase knowledge base and learn new information.
6. Set up computers and networking systems and delivered step-by-step instructions on basic use.
7. Facilitated computer lab of [Number] people from [Type] to [Type] computer use and designed appropriate and specialized lesson plans.
8. Compiled, administered and graded examinations or assigned work to others.
9. Designed classes on [Software] for [Type] students.
10. Worked with [Type] organization to implement computer literacy program and technology use into day to day instruction.
11. Adhered to social distancing protocols and wore mask or face shield at all times.
12. Managed quality assurance program, including on-site evaluations, internal audits and customer surveys.
13. Used coordination and planning skills to achieve results according to schedule.
14. Worked to maintain outstanding attendance record, consistently arriving to work ready to start immediately.
15. Delivered [product or service] to customer locations within specific timeframes.
16. Delivered exceptional level of service to each customer by listening to concerns and answering questions.
17. Resolved conflicts and negotiated mutually beneficial agreements between parties.
18. Completed all paperwork, recognizing any discrepancies and addressing them in a timely fashion.
19. Exceeded goals through effective task prioritization and great work ethic.
20. Led projects and analyzed data to identify opportunities for improvement.