1. Set up computers and networking systems and delivered step-by-step instructions on basic use.
2. Planned and implemented curriculum to teach up-to-date technology to [Number] students.
3. Attended professional development technology courses to increase knowledge base and learn new information.
4. Emphasized web etiquette and practical applications of technology for professional use.
5. Maintained inventory and upkeep for [Number] [Type] devices and computers.
6. Compiled, administered and graded examinations or assigned work to others.
7. Designed classes on [Software] for [Type] students.
8. Facilitated computer lab of [Number] people from [Type] to [Type] computer use and designed appropriate and specialized lesson plans.
9. Taught [Type], [Type] and [Type] coding languages according to age group and ability.
10. Worked with [Type] organization to implement computer literacy program and technology use into day to day instruction.
11. Improved [type] through consistent hard work and dedication to [project or department or task or customer].
12. Successfully maintain clean, valid driver's license and access to reliable transportation.
13. Resolved problems, improved operations and provided exceptional service.
14. Conducted research, gathered information from multiple sources and presented results.
15. Saved $[amount] by implementing cost-saving initiatives that addressed long-standing problems.
16. Handled day-to-day running of [project or department or task], ensuring high levels of productivity and progression.
17. Offered friendly and efficient service to all customers, handled challenging situations with ease.
18. Received and processed stock into inventory management system.
19. Performed duties in accordance with all applicable standards, policies and regulatory guidelines to promote safe working environment.
20. Actively listened to customers, handled concerns quickly and escalated major issues to supervisor.