MICHAEL
ANDERSON

Technology Trainer

- San Francisco, CA
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Enthusiastic Adult Education Educator with over 10 years of experience in the field of technology training. Specialized in teaching adults how to leverage technology for personal and professional growth. Adept at creating engaging learning environments that foster confidence and skill development in digital literacy. Proven ability to assess learner needs and tailor programs to meet specific goals.

WORK EXPERIENCE

Technology Trainer | Tech Skills Academy   Jan 2022 – Present

- Designed and delivered technology training programs for adult learners, focusing on digital literacy skills.
- Utilized a variety of instructional techniques to accommodate different learning styles and preferences.
- Assessed learner progress through practical evaluations and feedback sessions.
- Created online resources and tutorials to support ongoing learning outside of class.
- Organized community workshops that increased local engagement in technology education.
- Collaborated with educational institutions to align training with workforce demands.

Adult Education Instructor | Community College   Jul 2019 – Dec 2021

- Taught courses on computer skills, internet usage, and software applications for adult learners.
- Developed interactive lesson plans that encouraged hands-on learning and collaboration.
- Conducted assessments to evaluate student knowledge and skill improvement.
- Provided personalized support to students to ensure successful outcomes.
- Facilitated partnerships with local businesses for real-world technology applications.
- Participated in technology training workshops to enhance personal skills and instructional techniques.

SKILLS

Technology Training   Digital Literacy   Curriculum Development   Instructional Design   Community Engagement

Assessment

EDUCATION

Bachelor of Science in Information Technology   2014
University of Tech

ACHIEVEMENTS

- Increased course enrollment by 70% through effective marketing and community partnerships.
- Recognized for excellence in teaching with the 'Innovative Educator Award' in 2023.
- Developed a community technology fair that attracted over 300 participants and showcased local resources.

LANGUAGES

English   Spanish   French