



MICHAEL ANDERSON

ASSESSMENT SPECIALIST

CONTACT

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SKILLS

- Assessment Design
- Training Evaluation
- Data Analysis
- Instructional Design
- Employee Engagement
- Performance Metrics

LANGUAGES

- English
- Spanish
- French

EDUCATION

BACHELOR OF ARTS IN HUMAN RESOURCE DEVELOPMENT

ACHIEVEMENTS

- Increased training satisfaction rates by 40% over two years.
- Recognized for developing a training assessment framework now used company-wide.
- Achieved a 25% improvement in employee performance metrics post-training.

PROFILE

Dedicated Assessment Specialist with 5 years of experience specializing in corporate training evaluations. Proven expertise in designing and implementing assessment tools that measure employee performance and training effectiveness. Strong analytical skills coupled with a background in instructional design enable a comprehensive approach to assessment. Known for creating customized assessment strategies that align with organizational goals and enhance workforce development.

EXPERIENCE

ASSESSMENT SPECIALIST

Global Learning Solutions

2016 - Present

- Designed assessment tools for corporate training programs across multiple sectors.
- Analyzed feedback from training sessions to improve content delivery and participant engagement.
- Worked closely with HR to align training objectives with organizational needs.
- Utilized LMS data to assess training effectiveness and ROI.
- Conducted focus groups to gather qualitative data for program enhancements.
- Developed reports to present findings to senior management.

TRAINING COORDINATOR

Tech Innovations Inc.

2014 - 2016

- Coordinated employee training sessions and evaluations for a tech company.
- Implemented pre- and post-training assessments to gauge knowledge retention.
- Collaborated with department heads to identify training gaps.
- Utilized survey tools to collect participant feedback on training effectiveness.
- Developed instructional materials based on assessment outcomes.
- Facilitated training workshops for facilitators on assessment techniques.