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EXPERTISE SKILLS

- educational facilities
- strategic planning
- sustainability
- stakeholder engagement
- project management
- compliance

LANGUAGES

- English
- Spanish
- French

CERTIFICATION

- Master of Education in Higher Education Administration, University of Michigan

REFERENCES

John Smith

Senior Manager, Tech Corp
john.smith@email.com

Sarah Johnson

Director, Innovation Labs
sarah.j@email.com

Michael Brown

VP Engineering, Solutions Inc
mbrown@email.com

MICHAEL ANDERSON

FACILITIES DIRECTOR

Dynamic Building Facilities Manager with a focus on educational institutions, possessing over a decade of experience in optimizing campus facilities for enhanced learning environments. Expertise in strategic planning, resource allocation, and stakeholder engagement to drive facility improvements. Skilled in implementing best practices in facility management to promote sustainability and operational efficiency.

PROFESSIONAL EXPERIENCE

Sunrise University

Mar 2018 - Present

Facilities Director

- Oversaw campus facilities management for a 500-acre university, ensuring a safe and conducive learning environment.
- Developed long-term maintenance plans that extended the lifespan of campus infrastructure by 20%.
- Implemented energy-saving initiatives that reduced overall utility costs by 30%.
- Coordinated construction projects, including new academic buildings and student housing.
- Engaged with student organizations to gather feedback on facility needs and improvements.
- Managed a diverse team of 40 facilities staff, promoting professional development and training.

Eastside Community College

Dec 2015 - Jan 2018

Assistant Facilities Director

- Supported the management of facilities operations across multiple campus sites, ensuring compliance with accessibility standards.
- Helped launch a campus-wide recycling program, increasing participation rates by 50%.
- Assisted in the development of emergency response protocols for campus safety.
- Maintained budgets for maintenance and renovation projects, ensuring adherence to financial constraints.
- Collaborated with academic departments to optimize space for new programs.
- Conducted regular inspections to ensure compliance with health and safety regulations.

ACHIEVEMENTS

- Recognized for excellence in facilities management by the National Association of College and University Business Officers in 2021.
- Successfully managed a \$5 million renovation project completed under budget and ahead of schedule.
- Increased energy efficiency ratings of campus buildings by 25% through targeted upgrades.