



Michael ANDERSON

DIGITAL SKILLS TRAINER

Highly motivated Career Skills Trainer with a focus on technology and digital skills for adult learners. Over 5 years of experience in designing and delivering training programs that equip participants with essential tech skills for the modern workforce. Expertise in utilizing online platforms to facilitate remote training sessions, ensuring accessibility for diverse learners.

CONTACT

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- 📍 San Francisco, CA

SKILLS

- Digital Literacy
- Remote Training
- Curriculum Development
- Project-Based Learning
- Coaching
- Technology Integration

LANGUAGES

- English
- Spanish
- French

EDUCATION

**BACHELOR OF SCIENCE IN
INFORMATION TECHNOLOGY, TECH
UNIVERSITY**

ACHIEVEMENTS

- Achieved a 90% satisfaction rate in participant feedback for digital skills programs.
- Recognized for developing a successful online training platform that increased accessibility.
- Increased job placement rates by 25% through effective training initiatives.

WORK EXPERIENCE

DIGITAL SKILLS TRAINER

TechForward Academy

2020 - 2025

- Developed and delivered a digital literacy curriculum that increased participant proficiency by 50%.
- Facilitated remote training sessions using Zoom and Google Classroom, reaching over 300 adult learners.
- Designed hands-on projects that allowed participants to apply skills in real-world scenarios.
- Implemented an evaluation system to assess skill acquisition and training effectiveness.
- Collaborated with tech companies to provide internship opportunities for participants, enhancing employability.
- Created an online resource library that offered additional learning materials and support.

TECHNOLOGY SKILLS COACH

Digital Connect Initiative

2015 - 2020

- Conducted assessments to identify participant skill gaps in technology, leading to tailored training solutions.
- Facilitated workshops on software applications and online tools, improving participant efficiency by 40%.
- Utilized social media to promote digital skills programs, resulting in a 35% increase in enrollment.
- Provided one-on-one coaching to support individual learning needs and career goals.
- Developed partnerships with local businesses to create job opportunities for trained individuals.
- Monitored participant progress and provided feedback to enhance learning outcomes.