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SKILLS

- educational facility management
- budget oversight
- stakeholder collaboration
- project coordination
- preventive maintenance
- sustainability initiatives

EDUCATION

BACHELOR OF SCIENCE IN FACILITY MANAGEMENT, FLORIDA STATE UNIVERSITY, 2014

LANGUAGE

- English
- Spanish
- German

ACHIEVEMENTS

- Recognized for outstanding contributions to facility improvements in the educational sector.
- Achieved a 40% increase in student satisfaction regarding facility conditions.
- Successfully implemented a recycling program that reduced waste by 50% within district schools.

Michael Anderson

DIRECTOR OF FACILITIES OPERATIONS

Results-driven Director of Facilities Management with extensive experience in the educational sector, specializing in the management of school facilities. Proven track record of enhancing operational efficiency and ensuring a safe and conducive learning environment for students and staff. Expertise in strategic planning, budget management, and stakeholder engagement. Committed to fostering collaboration with educational leaders to align facility operations with academic goals.

EXPERIENCE

DIRECTOR OF FACILITIES OPERATIONS

City School District

2016 - Present

- Oversaw facility operations for 50+ schools, ensuring compliance with safety and educational standards.
- Implemented a preventive maintenance program that improved facility conditions by 35%.
- Managed a budget of \$5M, achieving significant cost savings through efficient resource allocation.
- Collaborated with educational leaders to address facility needs aligned with curriculum goals.
- Coordinated renovation projects that enhanced classroom environments.
- Facilitated training sessions for staff on facility management best practices.

FACILITIES MANAGER

Regional Education Authority

2014 - 2016

- Managed daily operations of school facilities, ensuring a safe and clean environment for students.
- Coordinated maintenance schedules to minimize disruption to educational activities.
- Implemented energy-saving initiatives that reduced utility costs by 20%.
- Conducted regular inspections to ensure compliance with safety standards.
- Developed relationships with community stakeholders to enhance facility resources.
- Monitored and reported on facility performance metrics to senior leadership.