



MICHAEL ANDERSON

Facilities Asset Manager

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SUMMARY

Distinguished Facilities Asset Manager with over a decade of experience in optimizing operational efficiencies and enhancing asset performance across diverse industries. Expertise encompasses strategic planning, budget management, and the implementation of innovative maintenance solutions. Proven track record of leading multidisciplinary teams to achieve organizational goals while fostering a culture of excellence.

WORK EXPERIENCE

Facilities Asset Manager Global Tech Solutions

Jan 2023 - Present

- Developed and executed a comprehensive asset management strategy leading to a 25% increase in asset utilization.
- Managed a budget of \$5 million, optimizing resource allocation and reducing costs by 15%.
- Implemented a predictive maintenance program that decreased equipment downtime by 30%.
- Collaborated with cross-functional teams to streamline operational processes and improve service delivery.
- Negotiated contracts with suppliers resulting in a 20% reduction in procurement costs.
- Conducted regular audits to ensure compliance with industry regulations and safety standards.

Facilities Coordinator Urban Development Corp

Jan 2020 - Dec 2022

- Coordinated facility operations for a portfolio of over 50 commercial properties.
 - Oversaw maintenance staff and contractors, ensuring timely completion of service requests.
 - Implemented energy conservation measures that reduced utility costs by 10%.
 - Developed training programs for staff on safety and operational procedures.
 - Utilized CMMS software to track work orders and maintenance schedules.
 - Provided detailed reports on facility performance metrics to senior management.
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EDUCATION

Bachelor of Science in Facilities Management, University of California, 2011

Sep 2019 - Oct 2020

ADDITIONAL INFORMATION

- **Technical Skills:** strategic planning, budget management, team leadership, contract negotiation, compliance auditing, sustainability initiatives
- **Awards/Activities:** Received the 'Excellence in Facilities Management' award in 2020.
- **Awards/Activities:** Led a project that resulted in a 40% reduction in maintenance costs over three years.
- **Awards/Activities:** Successfully managed the transition to a new CMMS, improving workflow efficiency by 50%.
- **Languages:** English, Spanish, French