



Michael ANDERSON

FACILITY MANAGER

Innovative Facility Manager with a strong foundation in educational facility management, dedicated to creating optimal learning environments. Expertise in managing resources, budgeting, and strategic planning to enhance facility functionality and safety. Demonstrated ability to collaborate with educational leaders to align facility operations with academic goals. Skilled in implementing technology solutions that streamline facility management processes.

CONTACT

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- 📍 San Francisco, CA

SKILLS

- educational facility management
- strategic planning
- compliance
- technology implementation
- budget management
- teamwork

LANGUAGES

- English
- Spanish
- French

EDUCATION

**BACHELOR OF ARTS IN FACILITY
MANAGEMENT, UNIVERSITY OF
EDUCATION, 2014**

ACHIEVEMENTS

- Increased student satisfaction ratings by 25% through facility improvements.
- Successfully led a campus renovation project completed under budget.
- Recognized for excellence in facility management by the State Education Board.

WORK EXPERIENCE

FACILITY MANAGER

Future Leaders Academy

2020 - 2025

- Managed facility operations for a K-12 institution, ensuring compliance with safety regulations.
- Developed and executed facility maintenance plans to enhance learning environments.
- Coordinated with educational leaders to align facility projects with academic objectives.
- Implemented technology solutions to optimize facility management processes.
- Conducted safety drills and training for staff and students.
- Managed vendor contracts for maintenance and service provision.

ASSISTANT FACILITY MANAGER

Community College of Education

2015 - 2020

- Assisted in managing daily operations of campus facilities, ensuring optimal safety and functionality.
- Conducted facility inspections to identify maintenance needs and compliance issues.
- Supported budget management for facility operations and capital projects.
- Coordinated events and activities, ensuring facility readiness and safety.
- Facilitated communication between departments to enhance operational efficiency.
- Implemented recycling programs, increasing campus sustainability efforts.