



MICHAEL ANDERSON

Infrastructure Planning Manager

Proficient Infrastructure Planning Manager specializing in information technology infrastructure, with a focus on integrating advanced technological solutions to enhance organizational efficiency and service delivery. Exhibits a strong understanding of IT project management principles, ensuring the successful execution of complex technology initiatives. Recognized for developing strategic plans that align IT infrastructure with business objectives, fostering a culture of innovation and responsiveness to changing market demands.

CONTACT

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- San Francisco, CA

EDUCATION

Bachelor of Science in Information Technology

University of Information Science
2016-2020

SKILLS

- Information Technology
- Project Management
- Vendor Management
- Risk Assessment
- Team Leadership
- User Engagement

LANGUAGES

- English
- Spanish
- French

WORK EXPERIENCE

Infrastructure Planning Manager

2020-2023

Tech Infrastructure Solutions

- Directed the planning and implementation of IT infrastructure projects to support organizational growth.
- Managed vendor relationships to ensure the timely delivery of technology solutions.
- Utilized project management methodologies to streamline project execution and enhance team collaboration.
- Conducted risk assessments and developed mitigation plans for technology initiatives.
- Prepared detailed project documentation for compliance and audit purposes.
- Facilitated training sessions for staff on new technology systems and processes.

IT Project Coordinator

2019-2020

Digital Solutions Inc.

- Assisted in the execution of IT infrastructure projects, ensuring alignment with business goals.
- Coordinated project timelines and deliverables among diverse teams.
- Maintained project documentation and reporting for stakeholder reviews.
- Conducted user acceptance testing to ensure quality and functionality of IT solutions.
- Supported budget management efforts for technology initiatives.
- Engaged with end-users to gather feedback and improve technology solutions.

ACHIEVEMENTS

- Successfully implemented a \$10 million IT infrastructure upgrade project, enhancing system performance by 35%.
- Awarded 'Best IT Project Management' by the National IT Association.
- Increased user satisfaction ratings by 25% through improved technology solutions.