

MICHAEL ANDERSON

Senior Internal Communications Manager

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Distinguished Internal Communications Executive with over a decade of experience in cultivating impactful communication strategies that enhance organizational culture and drive employee engagement. Demonstrated expertise in managing multi-channel communication initiatives, leveraging advanced methodologies to align internal messaging with corporate objectives. Proficient in utilizing analytics to assess communication effectiveness and implement improvements that foster a cohesive workplace environment.

WORK EXPERIENCE

Senior Internal Communications Manager | Global Tech Solutions

Jan 2022 – Present

- Developed and executed comprehensive internal communication strategies to support organizational change initiatives.
- Managed the creation of engaging content for various internal platforms including newsletters, intranet, and town hall meetings.
- Conducted focus groups to gather employee feedback, utilizing insights to refine communication efforts.
- Implemented a measurement framework to evaluate the effectiveness of communication channels and strategies.
- Collaborated with HR and leadership to ensure alignment of internal messaging with corporate values and goals.
- Facilitated training workshops for managers on effective communication practices and employee engagement techniques.

Internal Communications Specialist | Innovative Solutions Corp

Jul 2019 – Dec 2021

- Supported the development of internal communication plans that enhanced employee awareness of company initiatives.
- Created and distributed content for internal newsletters, ensuring timely updates on corporate developments.
- Assisted in organizing and promoting employee engagement events to foster a collaborative work environment.
- Worked closely with IT to enhance user experience on the company intranet, implementing feedback-driven improvements.
- Monitored and reported on employee engagement metrics, providing actionable insights to management.
- Coordinated the production of video content for internal announcements, increasing engagement by 30%.

SKILLS

Internal Communication Strategy

Employee Engagement

Content Creation

Stakeholder Management

Change Management

Measurement and Analytics

EDUCATION

Master of Arts in Communication

University of Washington

University of Southern California; Bachelor of Arts in Public Relations

ACHIEVEMENTS

- Increased employee engagement scores by 25% within one year through targeted communication initiatives.
- Awarded "Communicator of the Year" by the International Association of Business Communicators in 2022.
- Successfully managed a cross-departmental project that resulted in a 40% reduction in communication-related misunderstandings.

LANGUAGES

English

Spanish

French