



Michael ANDERSON

IT ADMINISTRATOR

Detail-oriented IT Administrator with a comprehensive background in educational technology and over 6 years of experience in managing IT systems within academic institutions. I possess a strong ability to align technology with teaching objectives, supporting both faculty and students in leveraging IT resources effectively. My passion for technology and education drives me to create innovative solutions that enhance learning experiences.

CONTACT

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- 📍 San Francisco, CA

SKILLS

- Educational Technology
- Technical Support
- Learning Management Systems
- Digital Literacy
- IT Training
- System Maintenance

LANGUAGES

- English
- Spanish
- French

EDUCATION

BACHELOR OF ARTS IN EDUCATIONAL TECHNOLOGY, UNIVERSITY OF EDUCATION, 2015

ACHIEVEMENTS

- Recognized for implementing a digital learning initiative that increased student participation.
- Received the 'Excellence in Education Technology' award in 2020.
- Successfully led a team to enhance remote learning capabilities during COVID-19.

WORK EXPERIENCE

IT ADMINISTRATOR

Citywide School District

2020 - 2025

- Managed IT systems across 15 schools, ensuring reliable access to educational resources.
- Implemented learning management systems that improved student engagement by 40%.
- Provided technical support and training for over 500 teachers and staff.
- Coordinated technology upgrades that enhanced classroom connectivity.
- Developed online resources to assist with remote learning during the pandemic.
- Conducted workshops on digital literacy for students and parents.

TECHNICAL SUPPORT SPECIALIST

University of Learning

2015 - 2020

- Provided IT support for faculty, staff, and students in a large university setting.
- Assisted in the rollout of a new campus-wide software platform.
- Maintained hardware inventory for academic departments.
- Resolved technical issues quickly, achieving a 98% satisfaction rate.
- Facilitated training sessions on new technologies and tools.
- Collaborated with faculty to develop tech-based initiatives for courses.