



Michael ANDERSON

IT ASSET MANAGER

Results-driven IT Asset Management Specialist with 6 years of experience in the education sector. Skilled in managing IT assets to enhance educational outcomes and operational efficiencies. Proven ability to implement effective asset management systems that support teaching and learning environments. Strong collaboration skills foster partnerships with educational staff and administrators to understand asset needs.

CONTACT

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SKILLS

- IT asset management
- educational compliance
- inventory management
- training
- collaboration
- technology integration

LANGUAGES

- English
- Spanish
- French

EDUCATION

**BACHELOR OF ARTS IN EDUCATION
TECHNOLOGY, UNIVERSITY OF
LEARNING, 2015**

ACHIEVEMENTS

- Implemented an asset management system that enhanced tracking and reporting for educational resources.
- Received recognition for outstanding contributions to technology integration in the classroom.
- Successfully reduced asset-related costs by 20% through improved resource allocation.

WORK EXPERIENCE

IT ASSET MANAGER

City School District

2020 - 2025

- Managed IT assets for over 50 schools, ensuring compliance with educational regulations and standards.
- Developed an asset inventory system that improved tracking accuracy by 30%.
- Collaborated with teachers and administrators to assess asset needs for curriculum delivery.
- Trained staff on asset management processes and tools, enhancing overall efficiency.
- Conducted regular audits of IT assets to ensure accountability and compliance.
- Generated reports on asset utilization to inform budget planning and resource allocation.

IT SUPPORT SPECIALIST

State University

2015 - 2020

- Assisted in managing IT assets for campus technology services, supporting student and faculty needs.
- Maintained an accurate inventory of IT equipment and software licenses.
- Participated in the evaluation and selection of new technology assets for the university.
- Supported the deployment of new IT assets and provided training to end users.
- Collaborated with IT teams to resolve asset-related issues promptly.
- Created user-friendly documentation for asset management processes and procedures.