



# MICHAEL ANDERSON

## IT Asset Manager

Innovative IT Asset Management Specialist with 5 years of experience in the retail industry. Proven ability to manage and optimize IT assets to support business operations and enhance customer experiences. Skilled in utilizing technology to improve asset tracking and reporting accuracy. Strong interpersonal skills foster effective collaboration with various stakeholders to align IT asset management with retail objectives.

### CONTACT

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San Francisco, CA

### EDUCATION

#### Bachelor of Science in Business Administration

University of Commerce  
2016

### SKILLS

- IT asset management
- retail compliance
- inventory management
- data analysis
- training
- stakeholder collaboration

### LANGUAGES

- English
- Spanish
- French

### WORK EXPERIENCE

#### IT Asset Manager

2020-2023

Retail Solutions Inc.

- Managed IT assets for a nationwide retail chain, ensuring compliance with corporate policies.
- Implemented an asset management system that improved tracking accuracy by 35%.
- Collaborated with store managers to assess technology needs and optimize resource allocation.
- Conducted training sessions for staff on asset management best practices.
- Monitored asset performance metrics to inform procurement decisions.
- Generated comprehensive reports on asset utilization and compliance for senior management.

#### IT Support Technician

2019-2020

Smart Retailers LLC

- Assisted in managing IT assets for a chain of retail stores, ensuring availability and functionality.
- Maintained accurate records of IT equipment and software licenses.
- Supported the deployment of new IT assets and provided training to staff on usage.
- Collaborated with IT teams to resolve asset-related issues effectively.
- Participated in evaluating vendor proposals for technology acquisitions.
- Created documentation for asset management processes and procedures.

### ACHIEVEMENTS

- Successfully optimized asset management processes, resulting in a 30% reduction in costs.
- Received recognition for contributions to improving technology integration in retail operations.
- Implemented an asset tracking system that enhanced reporting accuracy significantly.