Software Trainer Resume

Job Objective

Seeking long term employment as Software Trainer where I can use my abilities to work with people to good use.

Highlights of Qualifications:

- Proficient with CRW's software from a end user's perspective
- Thorough knowledge of both the VB and .NET platforms of TRAKiT
- Excellent time management and organizational skills
- Excellent written and oral communication skills
- Ability to conduct classroom style training with up to 12 students at client location
- Strong ability to transport training laptops when traveling

Professional Experience:

Software Trainer
Greystar, Lansing, MI
February 2009 – Present

- Took part in developing software training programs.
- Designed systems training programs.
- Assisted in software training programs.
- Developed and revised accessible training programs.
- Evaluated training program and reported on its efficiency.
- Prepared training materials and conducted training sessions.

Software Trainer
Intellitime Systems, Lansing, MI
September 2005 – January 2009

- Assisted Project Manager in scheduling and planning training programs.
- Provided technical support to end users.
- Ensured technical issues were resolved on time.
- Stayed current of new releases of existing products.
- Collaborated with clients to improve course prospectus.

Education:

Bachelor's Degree in Computer Science
Taft College, Taft, CA

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