

## TECHNICAL TRAINER/ INSTRUCTIONAL DESIGNER

### Professional Summary

Enthusiastic, hard working, former military trainer and course developer who has designed and taught course for use in the United States Air Force and JCM Global.

### Qualifications

- Currently Working on MS in Instructional Design
- Great Group Worker
- Able to analyze data to find trends
- Won Diamond Sharp award for leadership and professionalism
- Experience working with high level management

### Experience

05/2014 to Current

Technical Trainer/ Instructional Designer Company Name 1/4 City , State Responsibilities Develop training classes for customers; Develop Computer Based Training, Webinar training, Hybrid Training, and train clients face-to-face; work with subject matter experts; review technical documents; track training progress and due dates; work with customers to determine if and what type of training is required; Train peers, temp employees, and management; review evaluations and use data to adjust the training plan. Accomplishments Developed and implemented online training including implementation of back end LMS; created twelve online training classes in less than one year Skills Used Public Speaking, Adult Learning Theory Articulate Storyline, Microsoft Office Suite, ATD certified, ability to change with needs of the customer

05/2013 to 05/2014

Electronic Warfare Technician Company Name 1/4 City , State

Responsibilities Train personnel on use of equipment, procedures, customs and courtesies; Accomplishments Was liaison between EW shop, Combat Shield Team, and leadership Skills Used Public Speaking, adult training theory, management

05/2009 to 05/2013

Combat Shield Lead Company Name 1/4 City , State Responsibilities Manage Combat Shield program to ensure all test and evaluations were met for each year; ensured program stayed within the budget given; provided feed back to AF leadership to ensure aircraft were combat capable; developed training course used Air Force Wide; briefed Air Force Leadership on findings and suggestions for improvement. Accomplishments Co-authored Technical documents; Developed training initiative called Project House Call to address shortfalls in the education command; trained military and civilian personnel world wide; won Diamond Sharp award for professionalism and leadership Skills Used Public speaking, adult training theory, management skills.

06/2007 to 05/2009

Electronic Warfare Production Supervisor Company Name 1/4 City , State Responsibilities Ensure EW pod production outpaced the need of the aircraft; reviewed work schedule to ensure maximum use of personnel; documented all work related actions; train personnel on maintenance and troubleshooting; Brief the Shop Chief on status and repairs Accomplishments Worked with Subject Matter Experts to set up the first test stand for new pods; First military person certified to work on newest EW pod. Skills Used Adult learning Theory, Microsoft Office Suite, Leadership and Management, Public Speaking

### Education

2017

MS : Instructional Design Saint Leo University 1/4 City , State , US

Currently 3.6GPA

2015

Associate of Arts : Criminal Justice Community College of the Air Force 1/4 City , State , US

2014

Bachelor of Arts : Criminal Justice Saint Leo University 1/4 City , State , US

Saint Leo University - Saint Leo, FL 2012 to 2014 AA in Criminal Justice

2010

Associate of Arts University of Phoenix 1/4 City , State , US

### Certifications

ATD Certified Trainer

### Accomplishments

Developed and implemented on-line training including implementation of back end LMS

Created twelve on-line training classes in less than one year

Developed training initiative called Project House Call to address shortfalls in the education command

Won Diamond Sharp award for leadership and professionalism

## Military Experience

05/2009 to 05/2013

Company Name USAF - Nellis AFB, NV - May 2009 to May 2013 Responsibilities Manage Combat Shield program to ensure all test and evaluations were met for each year; ensured program stayed within the budget given; provided feed back to AF leadership to ensure aircraft were combat capable; developed training course used Air Force Wide; briefed Air Force Leadership on findings and suggestions for improvement.

Accomplishments Co-authored Technical documents; Developed training initiative called Project House Call to address shortfalls in the education command; trained military and civilian personnel world wide; won Diamond Sharp award for professionalism and leadership Skills Used Public speaking, adult training theory, management skills.

Electronic Warfare Production Supervisor USAF - Nellis AFB, NV - June 2007 to May 2009 Responsibilities Ensure EW pod production outpaced the need of the aircraft; reviewed work schedule to ensure maximum use of personnel; documented all work related actions; train personnel on maintenance and troubleshooting; Brief the Shop Chief on status and repairs

Accomplishments Worked with Subject Matter Experts to set up the first test stand for new pods; First military person certified to work on newest EW pod. Skills Used Adult learning Theory, Microsoft Office Suite, Leadership and Management, Public Speaking

## Skills

Training, Microsoft Office, Ms Office, Award, Budget, Articulate, Adult Learning, Electronic Warfare, Avionics, Instructional Design, Maintenance, Back End, Clients, Computer Based Training, Learning Management System, Lms, Online Learning, Online Training, Progress, Liaison