Robert Smith

Training Project Manager

PERSONAL STATEMENT

Responsible for Crafting and customizing compelling, remote professional development sessions for tutors to support the strong implementation of mCLASS Intervention.

WORK EXPERIENCE

Training Project Manager

ABC Corporation - 2009 – 2009

Responsibilities:

- Training Project Manager SAP Suite Evaluation, project preparation, and blueprinting of complete SAP ERP suite, with two add-ons; CRM, and SAP LS solution.
- Developed curriculum, participant/instructor manuals, and online training through PeopleSoft LMS using PeopleSoft UPK domestically and internationally.
- Created curriculum, job aides, participant/instructor manuals, and concept slides for US and Canadian users.
- Led project within the international client with 10K users managing curriculum development, participant/instructor manuals, job aids, and concept slides.
- Managed training of corporate entities with more than 200 individuals throughout the US.
- Defined two unique user roles, built customer courseware, and provided instruction.
- Directed training and change management project deliverables for PLM, PS, and CRM ISA B2B, BW, and APO including mapping of users to roles and appropriate functional area for training and communication.

Training Project Manager

Delta Corporation - 2008 – 2009

Responsibilities:

- Information Technology firm providing professional IT products and services to clients in the Department of Defense, Federal Agencies, and State/Local Governments.
- Training Project Manager Successfully managed Navy Standard Integrated Personnel System (NSIPS) Training program.
- Selected Achievements Established guidelines followed by NSIPS for budgeting, scheduling, and selection of strategy for all project training for more than 200 personnel with $1M annual budget.
- Developed individual training program (ITP) and produced Navy Reserve Information Systems Office (NRISO) and the University of New Orleans consortium.
- Built relationships for training and education utilizing the Louisiana Department of Economic Development as a shareholder for more than $2.5M in annual funding for training residents of Louisiana in the high tech industry.

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

SKILLS

Active Directory, Group Policy, Communication Skills.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference – 1 (Company Name)
Reference – 2 (Company Name)

© This **Free Resume Template** is the copyright of Qwikresume.com. **Usage Guidelines**

- Responsible for Designing Course Materials, Analyzing Needs, Scheduling, and Conducting both Onsite & Remote Training.
- Reduced Travel Costs by Implementing In House Learning Management System at Near Zero Cost.

Education

Bachelor of Science

© This **Free Resume Template** is the copyright of Qwikresume.com. **Usage Guidelines**