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## Computer Trainer Resume

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### Job Objective

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Looking for employment by securing a position as Computer Trainer with dependable firm in which my experience and skills can be an asset to company.

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### Highlights of Qualifications:

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- Profound knowledge of computing and information systems
  - Huge experience in working with business analysts and developers to produce end user documentation
  - Excellent written and oral communications skills
  - Exceptional ability to work effectively with all levels of the organization
  - Strong ability to work on multiple projects and manage outcomes in conformance with organizational goals and objectives
  - Excellent ability to produce results within tight deadlines
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### Professional Experience:

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Computer Trainer  
Quantronix Inc, Hickory Hills, IL  
February 2009 – Present

- Provided computer training and supervised employees.
  - Developed and implemented integrated training program.
  - Provided reports, consulting and training material to organization.
  - Established classroom training materials.
  - Conducted end user classes and provided help desk consulting.
  - Resolved end users issues and took part in system testing.
  - Assured that training and support materials were accurate.
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### Education:

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Bachelor's Degree in Computer Applications  
Central Connecticut State University, New Britain, CT

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