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## Microsoft Trainer Resume

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### Job Objective

Searching for the opportunity to secure a position as Microsoft Trainer with company seeking dependable employee.

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### Highlights of Qualifications:

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- Hands-on experience in facilitating group training sessions and coaching others
  - Vast experience troubleshooting applications and installations
  - Profound knowledge of Microsoft software
  - Sound knowledge of the Microsoft Store organization and culture
  - Excellent written and oral communication skills
  - Excellent attention to detail
  - Uncommon ability to work for long hours
  - Exceptional ability to work independently
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### Professional Experience:

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Microsoft Trainer  
Pantheon, Santa Clara, CA  
February 2009 – Present

- Maintained Microsoft retail products and services.
  - Delivered customer services as per established standards.
  - Trained new employees on all MS products and services.
  - Provided coaching and feedback to team members.
  - Recognized training needs and analyzed sales results.
  - Prepared reports as required.
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### Education:

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Bachelor's Degree in Computer Applications  
Hofstra University, Hempstead, NY

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