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## Technical Trainer Resume

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### Job Objective

Looking for employment by securing a position as Technical 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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- Vast experience of training experience in legal technical training department
  - Ability to design and develop student and instructor guides
  - Proficient with Document Management Systems (iManage), Windows Explorer, Internet Explorer, Lotus Notes, Adobe Acrobat and legal specific applications such as MacPac
  - Excellent written and verbal communication skills
  - Ability to work effectively with cross-functional groups
  - Ability to analyze audience needs and align those needs with the requirements of the business
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### Professional Experience:

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#### Technical Trainer

CACI International, Inc., Birmingham, AL  
February 2009 – Present

- Developed, scheduled and performed technical training to customers.
- Prepared training syllabus and instructional contents.
- Researched and developed software applications.
- Collaborated with technical experts and authorized lessons design and subject matter.
- Determined training objectives and organized training schedule.
- Scheduled courses and monitored performance.
- Provided on-site training to clients.

#### Technical Trainer

Camber Corporation, Birmingham, AL  
September 2005 – January 2009

- Carried out training courses on applications and systems.
  - Assured that training courses was understandable to all employees.
  - Designed and developed technical training programs and syllabus.
  - Assisted in writing technical guide.
  - Collaborated with technical support to training material.
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### Education:

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Bachelor's Degree in Engineering  
Saginaw Valley State University, University Center, MI

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