

# Jobe William

## Summary

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Training Specialist with over three years of experience maximizing employee performance by identifying training needs and creating tailored training programs for the needs of specific teams/employees.

## Education

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**Coral Springs University**

**Aug '10-Aug '14**

*Business/Art*

## Experience

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**Crane & Jenkins, Head Trainer**

**May '19- Current**

- Assess the training needs of five new hires a month
- Work with 30 current employees to meet their training needs
- Set up training sessions three times a week with proper authorities
- Transition four new promotions to their new position monthly

**Retail Ocean, Beginning Trainer**

**Oct '14 - May '19**

- Researched and analyzed skills to identify training needs in the work place
- Created training schedules for 8-16 trainees a month and presented training programs two to three times a week
- Ensured all legal training needs were up to code

## Certifications

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- Certified ScrumMaster

## Skills

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- Leadership Development
- Project Management