

Robert E. Carr

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High Point, NC 27260

(336) 253-7087

SUMMARY OF QUALIFICATIONS

Training and Development Professional with strong organizational abilities and excellent verbal and written communication skills. Highly competent and experienced as a program developer, facilitator, and trainer. Recognized as knowledgeable, dependable, customer service oriented, and effective team player. Consistently received high ratings for design, development, delivery and evaluation of seminars and workshops.

PROFESSIONAL ACHIEVEMENTS

- ◆ Managed the Training & Development program for a major Academic Medical Center with 3200 faculty and staff, substantially reducing costs through recruiting and training internal instructors.
- ◆ Designed, developed, and delivered major programs in subjects that included Performance Improvement, Customer Service, Leadership, Interpersonal Skills, and Sexual Harassment.
- ◆ Facilitated ongoing training programs in safety, anti-harassment, and other regulatory programs, thereby reducing corporate liability.
- ◆ Coached managers and supervisors on performance and employee relations issues, minimizing legal exposure and improving morale for employees.
- ◆ Directed the biannual Employee Satisfaction Survey implementation and follow through, providing Administration with valuable insights and recommendations.
- ◆ Coordinated and conducted weekly orientation/onboarding of all new employees, adding 500 better informed and more engaged staff annually.
- ◆ Designed and implemented the first comprehensive Performance Management Program for a major Academic Medical Center.
- ◆ Computerized company's training and education records for greater efficiency and access.
- ◆ Directed, coordinated, and marketed all training programs, workshops, and seminars for 300 member companies, generating significant increase in profits.

EMPLOYMENT HISTORY

FPC Jobs, Inc.- Greensboro, NC <i>Volunteer- FPC Jobs Services' Cloud Computing Initiative</i>	2010-Present
Wake Forest University Health Sciences – Winston-Salem, NC <i>Manager of Training & Development</i>	1988-2010
Jefferson-Pilot Life Insurance Company - Greensboro, NC <i>Director of Training</i>	1983-1988
Piedmont Associated Industries - Jamestown, NC <i>Director of Human Resource Development</i>	1979-1983
Guilford Technical Community College – Greensboro, NC Forsyth Technical Community College – Winston-Salem, NC <i>Adjunct Instructor</i>	1986–2007

EDUCATION

B.A. – Philosophy – St Paul's College at the Catholic University of America- Washington, D.C.
Graduate Studies – 105 Credit Hours – Psychology, Theology, and Communication Arts –
St.Paul's College at the Catholic University of America- Washington, D.C.
Proficient with Microsoft Office, Word, Excel, PowerPoint, Outlook, and PeopleSoft.

PROFESSIONAL DEVELOPMENT AND AFFILIATION

- ◆ Past President, VP-Communications, and VP-Membership for Piedmont Chapter American Society for Training & Development (ASTD).
- ◆ Participated in and/or presented at Regional and National Conferences including American Society for Training & Development (ASTD), College and University Personnel Association (CUPA), Training, and International Alliance for Learning.