

# VICTOR V. TAYLOR, MPH, MST

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## VALUE-ADDED ATTRIBUTES

Versatile professional with exceptional skills offering an extensive background in the following competencies:

*Training and development      Performance Improvement      Team Building Training*  
*Curriculum development      Organization Development      Effective Communications*  
*Program Development      e-Learning      Project Management & Design*

## EDUCATION

- **Master of Public Health (2006)** – Health Policy and Management & Environmental and Occupation Health, *Jackson State University*
- **Master of Science in Teaching (2001)** - Health Science Education, *Jackson State University*
- **Bachelors of Science (1998)** - Biology, *Jackson State University*
- **Training and Development Certification (2008)**

## PROFESSIONAL EXPERIENCE

**Houston Community College** – Houston, Texas **03/2009 – Present**

***Regional Program Manager:*** *Site administrator for three campuses of the division of extended Learning for the school of education*

- Training assigned instructors and supervisory staff on effective teaching practices and adapting to policy changes and technology
- Develop marketing plans and strategies to promote continuing education courses
- Build new programs based on community and business needs
- Conduct needs analysis with instructors and staff

**Houston Community College** – Houston, Texas **08/2007- Present**

***Adjunct Biology Instructor:*** *Ten years of teaching experience at four colleges and Universities in Texas and Mississippi*

- Provide instruction to undergraduate students enrolled in the pre-med, pre nursing programs using sound pedagogical and communication skills.
- Deploying acquired strategies, techniques, and skills to effect positive change

**Harris County Hospital District – Houston, Texas**

**01/2007-11/2008**

**Corporate Trainer:** Responsible for all levels of leadership, health improvement and technical training to all employees within the organization

- Conducted continuous education of 7500+ employees as a member of a 6-person training team (corporate mandatory classes, coaching /counseling, teambuilding, cultural competencies, etc.)
- Developed and administered presentations for executive leadership and supervisory staff to enhance management skills set
- Implemented online training system for the hospital district
- Used reporting tools (Crystal Reporting) to provide timely, accurate and clear communication to all employees within the organization
- Assessed, planned and implemented methods and processes of education and training for physicians and leaders
- Organized and developed manuals for biweekly two-day new-hire orientations
- Key member of the emergency response and safety team responsible for health system's emergency management, (e.g., safety training, tabletops, and actual simulations)
- Conducts needs analysis studies and partners with managers and supervisors to determine training needs

**Jackson State University- Jackson, Mississippi**

**03/2002-01/2007**

**Director of Training and development Center:** Responsible for Standardized testing and training for the university students and staff

- Managed large computer laboratory and the national testing systems for the university
- Utilized learning management systems ( Blackboard, Web CT, Peoplesoft)
- Organized and developed training manuals, library system and testing procedures
- Supervised computer technician employees
- Responsible for the training and development of university staff (HTML , Photo Shop, Flash)
- Responsible for clinics quarterly and annual payroll
- Presented quarterly and annual data to executive administration
- Responsible for quarterly electronic employee and student orientation
- Maintained accurate records to determine program effectiveness

**Jackson Police department – Jackson, Mississippi**

**03/2000- 3/2002**

**Forensic Scientist:** Responsible for extensive research, analyzing all types of evidence, writing reports and testifying in court as an expert witness

- Analyze samples, such as hair, body fluids, glass, paint and drugs, in the laboratory
- Create safety manual for new employees, train and update employees on safety techniques
- Apply techniques such as gas and high performance liquid chromatography, scanning electron microscopy, mass spectrometry, infrared spectroscopy and genetic fingerprinting
- Testing for restricted drugs, examining tissue specimens for poison, and the analysis of blood and urine samples for alcohol, for example in drunk driving offences

- Drug and alcohol testing for future and current employees