

# Caleb Foster

IT training manager with 14 years of experience designing and delivering technical training for enterprise platforms and security tools. Passionate about empowering users and closing skill gaps across departments.

## CONTACT



(555) 743-8277



caleb.foster@example.com



Portfolio



Salt Lake City, UT 84101

## EDUCATION

Bachelor of Science (B.S.) in  
Instructional Design and  
Technology  
North Carolina State University ,  
Raleigh, NC, May 2011

## PROFESSIONAL EXPERIENCE

IT GOVERNANCE MANAGER | WESTCORE FINANCIAL, SALT LAKE CITY, UT

JANUARY 2016 – PRESENT

- Reduced policy violations by 61% over three years by launching governance training and automated controls
- Created unified IT policy framework covering 18 departments, reducing conflicting policies by 83%
- Managed IT governance reviews for 42 projects in 2023, saving 3.2 million in redundant work
- Used GRC platform to increase issue tracking accuracy by 46%

IT POLICY ANALYST | MOUNTAIN TECH SERVICES , SALT LAKE CITY, UT

JUNE 2010 – DECEMBER 2015

- Authored organization's first technology governance manual
- Consolidated access approval workflows, reducing privilege errors by 58%

Delivered quarterly IT risk reports to C-level stakeholders