

Yarnel Nicolas, M.S.

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PROFILE

Highly qualified and tenacious professional armed with broad-based background and skills in the areas of Content, Technology and Instruction. Displays outstanding ability to plan, coordinate, and implement practices and procedures to bring significant improvements in efficiency, quality and processes towards the successful attainment of organization goals. Primarily striving to understand clients' needs and provide them exceptional results through a cognitively flexible and positive approach. Determined to implement earned skills and knowledge for the rapid growth of the prospective organization by working effectively and consistently.

EXPERTISE

- **Marketing**
- **Canvas**
- **Imaging OS**
- **Technical Support**
- **Active Directory (AD)**
- **Microsoft Azure**
- **Graphic Design**
- **Web Design**
- **Social Media Management**
- **Pinnacle**
- **Motivation**
- **PowerSchool**
- **Problem Solving Skills**
- **Interpersonal Relationships**
- **Information Technology (IT)**

WORK EXPERIENCE

School Board of Broward County, Florida | **Technology Specialist II, Boyd Anderson High** Winter 2025-present

School Board of Broward County, Florida | **Technology Specialist I, Boyd Anderson High** Winter 2023-2025

Key Responsibilities and Achievements:

- Proficiently utilized Active Directory (AD), and for troubleshooting hardware and software issues.
- Successfully installed images for Azure and Active Directory (AD) hardware.
- Skillfully managed additional administrative assignments.
- Worked with testing coordinators to make sure that the technology was delivered timely and accurately. Resulting in improved testing scores for students throughout the school.
- Successfully utilized Microsoft Office Forms to streamline inventory and reduce overhead, making the process smoother.
- Conducted inventory management using Excel and Filemaker, ensuring accurate tracking and organization of resources.
- Demonstrated physical capability by lifting equipment weighing more than 20lbs.
- Provided exceptional software and hardware technical support, resolving users' technical challenges effectively
- Able to communicate to teachers as well as students on technology needs for the school
- Serves as a liaison between the Broward County School District and the school itself as well as third-party events
- Manages to have efficient problem-solving skills, interpersonal relationships between staff and students
- Utilized audiovisual (AV) work for major events for schools and other third-party projects such as churches, productions, etc
- Promoted to Technology Specialist II as of February 2025

Kelly Education Services | **Substitute Teacher for Broward County Public Schools (BCPS)** Fall 2022- Winter 2023

Key Responsibilities and Achievements:

- Observing students and assignments and their responsibilities via Canvas and Microsoft Teams
- Organizing the proper items for daily subbing assignments
- Main Schools: Piper and J.P. Taravella High, Royal Palm Elementary School

Charter School Associates, Inc | **Technology Instructor 6-8, West Broward Academy** Fall 2022

Key Responsibilities and Achievements:

- Observing students and their responsibilities via PowerSchool
- Incorporates learning through the Individual Educational Plan (IEP)
- Making sure students get the proper education and guidance for their future
- Key Courses: Coding, Technology and Science
- Licensed Certified Teacher: Social Science (6-12)

School Board of Broward County, Florida | **ESE Pre-K Instructor, North Fork Elementary** Summer 2022

Key Responsibilities and Achievements

- Organizing the proper items for daily assignments
- Trained with ESE Specialists
 - Observing students and their responsibilities via Canvas, Pinnacle and Microsoft Teams
 - Incorporates learning through the Individual Educational Plan (IEP)

School Board of Broward County, Florida | **Elective Instructor, Margate Middle School** Fall 2021 - Summer 2022

Key Responsibilities and Achievements:

- Observing students and their responsibilities via Canvas, Pinnacle and Microsoft Teams
- Incorporates learning through the Individual Educational Plan (IEP)
- Making sure students get the proper education and guidance for their future
- Key Courses: Global Scholars, Coding, Digital Discoveries
- Licensed Certified Teacher: Social Science (6-12)

References are available upon request

School Board of Broward County, Florida | Substitute Teacher, Dillard High

Fall 2021

Key Responsibilities and Achievements:

- Observing students and their responsibilities via Canvas and Microsoft Teams
- Organizing the proper items for daily subbing assignments
- Making sure students get the proper education and guidance for their future

RETROcirq Media, LLC — Content Creator & Executive Producer

Fort Lauderdale, FL | Summer 2021 – Fall 2024

- Founded and led a YouTube-based media brand focused on retro television, commercials, and nostalgia-themed programming.
- Produced and edited original hosted content, leveraging Adobe Creative Suite and YouTube Studio tools.
- Directed talent remotely, scheduled shoots, oversaw post-production, and curated the channel's programming strategy.
- Grew subscriber base by over 150% organically through audience engagement and format innovation.
- Managed channel branding, promotional design, and HTML-based web presence for the brand's official site.

School Board of Broward County, Florida | Summer Art Teacher, Bair Middle School

Summer 2021

Key Responsibilities and Achievements:

- Observing students and their responsibilities via Canvas and Pinnacle
- Organizing the proper items for daily subbing assignments
- Interacted with students to understand the world of art and of life.

School Board of Broward County, Florida | Interim Substitute, Dillard High

Spring 2021

Key Responsibilities and Achievements:

- Observing students and their responsibilities via Canvas and Microsoft Teams
- Organizing the proper items for daily subbing assignments

Fiverr | Freelance Video Specialist, Remote

Fall 2019 till 2021

Key Responsibilities and Achievements:

- Prioritized tasks and projects to meet tight deadlines
- Built relationships with customers and the community to promote long term business growth
- Managed project deadlines and monitored milestones through completion stage
- Software and Hardware Tech Support

Yard Lion Films, Fort Lauderdale, FL | Content Creator, YouTube

Fall 2012 till 2021

Key Responsibilities and Achievements:

- Provided Search Engine Optimization (SEO) for both Google and YouTube including keyword research and density, back linking, social signals, etc.
- Designed webpage using WordPress, HTML and CSS and JavaScript
- Designed the channel art on other platforms using Canva and Photoshop
- Managed brand guidelines on the Website and all marketing collateral
- Provided recommendations for new company website, wrote new content and edited existing content
- Sparked the success of e-mail, social media and Web marketing campaigns by producing, managing, analyzing and refining campaigns across all digital media
- Written, Produced and Directed Original Content for YouTube

Abundant Life Church, Margate, FL | Media Specialist, Volunteer

Summer 2017 to 2019

Key Responsibilities and Achievements:

- Engage with consumers online via Facebook and Twitter to drive and lead conversations while enhancing brand image through social presence
- Develop strategies to maximize regional impact of social activities
- Monitor trends in social media tools and applications and appropriately apply that knowledge to increase social media effectiveness

References are available upon request

EDUCATION

Lynn University, Boca Raton, FL M.S., Communications Studies	2016
PC Professor, Boca Raton, FL	Summer 2014
Florida Atlantic University, Boca Raton, FL B.A., Multimedia: Film, Video and New Media B.A., Communication Studies	2009-2013
Broward College, Davie, FL A.A., Radio/Television	2009

GENERAL SKILLS AND COMPETENCIES

Achieving goals, creative/strategic thinking and problem solving

- Highly Proficient in Adobe Premiere, Flash, Final Cut Pro, Adobe Audition, Adobe Photoshop, Adobe Illustrator, Adobe InDesign, Adobe After Effects
- Highly Proficient in MS Word, MS Excel, MS PowerPoint, Outlook, OneDrive, C++, JavaScript, CSS, CMS, jQuery, PHP, HTML/CSS,
- Excellent ethics, hardworking, focus minded and sound organizational ability.
- Excellent analytical, decision-making, problem solving and time management skills
- Team player also capable of working independently with minimal direction
- Developing and implementing quality management procedures and systems
- Possesses a positive, mature and professional attitude. Excellent sense of initiative, tidiness, adaptability and networki

