

ROBERT SMITH

Jr. Information Technology Technician

E-mail: info@qwikresume.com

Phone: (0123)-456-789

SUMMARY

Proactive, high energy individual with a proven ability to build trust and develop effective relationships. Proven track record in learning and development. Excellent organizational skills, combined with the ability to adapt to new challenges.

SKILLS

Valuable Knowledge/Experiences.

WORK EXPERIENCE

Jr. Information Technology Technician

ABC Corporation - June 2015 - October 2015

- Deploying software images for both Mac OS and Windows Operating systems.
- Ensuring computers were properly on the network, as well as the domain.
- Using the active directory to reset user passwords(teacher and student).
- Providing customer service to teachers that are in need of help.
- Overseeing device usage by students and staff.
- Provide excellent customer service by addressing technological issues on site.
- Manage and administers technology infrastructures including the identification, implementation, configuration, maintenance of computer hardware and software.

Information Technology Technician

Part-Time All State Consulting Services - 2011 - 2015

- Desk Top Support.
- Coordinate network moves with department manage and record all network equipment, type, vlans, IP addresses and number of users being relocated.
- VOIP and LAN deployment.
- Audit network equipment and assign to departments, record all network connections per switch port, IP and data jack locations.
- Create Excel spread sheet of all data connections Trouble shoot network issues.
- Layer One.
- Fiber up link, ethernet and switch port ID.::

SCHOLASTICS

- Working towards Bachelors of Science in Computer Science - 2016(University of Maryland - College Park, MD)