

# Chengyuan Liu

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## Network and Computer System Administrator

### ***Core competencies and major strengths include:***

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PC Hardware and Software (Installing & Troubleshooting)	Windows OS (95/98/ME/2000/XP/Vista/7/8/10)	Windows Server (2000/2003/2008/2012/2016)
Windows SQL Server (2003/2008/2010/2012/2014)	IIS (6.0/7.0/7.5/8.0/9.0/10.0)	Apple OS X (10.5/10.6/10.7/10.8/10.10/10.11/10.12/10.13/10.14)
CISCO Router and Switch	TCP/IP, DNS, DHCP, HTTP, HTTPS, SMTP, FTP, FTPS	Active Directory, Exchange, Godaddy, Rackspace, Network Solutions
SonicWall Firewall, Network Security	Remote Access, VPN, LogMeIn, Web Conference, AnyDesk	IP Subnet, VLAN, Routing (RIP/EIGRP/OSPF)
VMWare, VMWare Workstation, VirtualBox, Hyper-V	Network Cabling (Setting Up and Installing)	Tier 1, Tier 2, and Tier 3 Technical Support
Microsoft office (2003/2007/2010/2013/2016/365)	Visual C, C++, ASP.NET, VB.NET, C#	HTML, Javascript, CSS, JQuery
MySQL, Access, FrontPage, PhotoShop, Visual Studio, Dreamweaver	Website Hosting and Maintaining	Windows Backup Service, Altaro Backup, Acronis Backup, EaseUS Todo Backup
Website SEO	OMS, AccountMate, Quick Book	E-COMMERCEs, Groupon, Zulily, Amazon

### ***Prior IT Project Experiences:***

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1. 3 Companies IT administrator – Tops Handbags Inc., Deluxity Inc., and Emperia Handbags Inc.
2. E-Commerce in Groupon, Amazon, and Zulily – Tops
3. Internet Cable Setting up – Tops, Deluxity, and Emperia
4. 5 Servers – Maintain servers, backup database, and Troubleshoot system problems. – Tops, Deluxity, and Emperia

5. 57 Workstation – Troubleshooting network printers' issue, computers' issue, and network issue. -- Tops, Deluxity, and Emperia
6. Network System – Help companies' warehouse set up AP connection. Change companies' routers and switches. Set up all network system. -- Tops, Deluxity, and Emperia
7. OMS System – Back up database. Create web base to help co-workers to do items and PO input, price change, and UPC code update. – Deluxity and Tops
8. 1 Server -- Build Up New Domain Server. – TMAX Digital Inc.
9. 3 VM Servers – Using Hyper-V to create three Servers. One is second Domain Server and software sharing hosting server. Second is driver downloading hosting server. Last is remote server. – TMAX Digital Inc.
10. 2 old Servers – Maintained and backup files – TMAX Digital Inc.
11. 30 workstations – Troubleshoot all workstations issue, including outlook, network, opening files, cleaning virus, and etc. – TMAX Digital Inc.
12. 1 outside mail server – Managed Email account in Godaddy – TMAX Digital Inc.
13. 2 Websites – Using Squarespace and Shopify to create company website – TMAX Digital Inc.
14. 5 Web based projects – Using ASP.net, C#, javascript, css and SQL to create some web base projects, including accounting reports projects, files transferring projects, and Data transferring projects. – TMAX Digital Inc.
15. 120 servers – Using ScreenConnect to remote into clients' servers and did troubleshoot for clients' servers – Business Network Solutions.
16. 560 workstations – Using ScreenConnect to remote into clients' workstation and did troubleshoot for clients' workstations -- Business Network Solutions.
17. 41 companies -- Using ScreenConnect to remote into clients' network systems and did troubleshoot for clients' network systems -- Business Network Solutions.
18. 41 companies – Onsite jobs for server issue, workstation issue, printing issue, network issue and etc. -- Business Network Solutions.
19. 41 companies – Managed all clients backup files situation -- Business Network Solutions.
20. 41 companies – Pulled and installed network cables -- Business Network Solutions.
21. 2 customer technology support – Onsite jobs for OnForce and ComputerAssistant -- Business Network Solutions.
22. 526 servers – Using VMWare and VMWare workstation to set up web servers – Vision Technology Solutions.
23. 526 clients – Using IIS 6.0/7.0/7.5/8.0 to launch and host websites – Vision Technology Solutions.
24. 526 clients – Maintaining and troubleshooting their SQL servers and Web servers – Vision Technology Solutions.
25. 25 users – Using CISCO Routers and Switches and SonicWall Firewall to design, set up, and maintain a whole company and warehouse network system – Nima Technology Corporation.
26. 25 users – Using Active Directory to set up group policy and access, manage users, and secure data - Nima Technology Corporation.
27. 100 users – setting up all users network, pc system, software, domain, and security -

Nima Technology Corporation.

28. 6 servers – Setting up AccountMate system, Warehouse inventory system, and POS system; Backing up all database - Nima Technology Corporation.
29. 1 Website – Using Visual Studio 2012 C#, SQL Server 2012, HTML, Javascript, jQuery, and CSS to create an e-commerce website - Nima Technology Corporation.
30. 500 computers – Installing gaming computers – American Future Technology.
31. 100 users – setting up all users network, pc system, software, domain, and Security - American Future Technology.

## ***Work Experiences***

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### **2019-Present**

#### **Top's Handbag Inc – Vernon, California**

*Senior IT Administrator; Full-time, Salary: \$5000/month*

1. Helped companies to maintain 3 servers and backup files
2. Helped companies to maintain, setup, and manage network system.
3. Helped co-workers to troubleshoot their computers' problems, including network issue, printing issue, opening files issue, software and hardware issue, virus issue, and etc.
4. Used Shopify to help company to create 3 e-commerce websites, including coding, organization, SEO, online business, and maintaining.
5. Used ASP.net, C#, Javascript, CSS and SQL to help company to create a web base for co-worker to do Items and PO input, Price and UPC code update, etc.
6. Help company to set up OMS system and Quick Book.
7. Using Active Directory to manage Domain User and Group policy.
8. Help warehouse to unloading container and manage warehouse space to put products.
9. Setup WMS system for warehouse to use, including Bar Code, AP Connection setting, and pull cat5e cable.
10. Help to do the shipment.
11. Helped company to do E-Commerce in Groupon, Zulily, and Amazon.
12. Helped company to do database backup.

### **2017-2019**

#### **Deluxity Inc. – Vernon, California**

*Senior IT Administrator; Full-time, Salary: \$5000/month*

1. Helped companies to maintain 5 servers and backup files
2. Helped companies to maintain, setup, and manage network system.
3. Helped co-workers to troubleshoot their computers' problems, including network issue, printing issue, opening files issue, software and hardware issue, virus issue, and etc.
4. Used Shopify to help company to create 1 e-commerce websites, including coding, organization, SEO, online business, and maintaining.
5. Used ASP.net, C#, Javascript, CSS and SQL to help company to create a web base for co-worker to do Items and PO input, Price and UPC code update, etc.
6. Help company to set up OMS system and Quick Book.

7. Using Active Directory to manage Domain User and Group policy.
8. Help warehouse to unloading container and manage warehouse space to put products.
9. Setup WMS system for warehouse to use, including Bar Code, AP Connection setting, and pull cat5e cable.
10. Help to do the shipment.

## **2016-2017**

### **TMAX Digital Inc. – Chino, California**

*IT Administrator; Full-time, Salary: \$4000/month*

1. Helped company to maintain two servers and backup files
2. Helped company to maintain network system.
3. Helped co-workers to troubleshoot their computers' problems, including network issue, printing issue, opening files issue, software and hardware issue, virus issue, and etc.
4. Used Squarespace and Shopify to help company to create 2 e-commerce websites, including coding, organization, SEO, online business, and maintaining.
5. Used ASP.net, C#, Javascript, CSS and SQL to help company to create 5 web based projects, including data transferring projects, files transferring projects, and accounting reports projects.
6. Help company to set up PO system connection to CommerceHub or Transaction Manager with Evine Live, HSN, Costco, Home Depot, and QVC.
7. Using Active Directory to manage Domain User and Group policy.
8. Using Tran Micro to schedule virus scan.
9. Used VMWare or Hyper-V to create virtual machine.

## **2015-2015**

### **Business Network Solutions – City of Industry, California**

*System Administrator; Full-time, Salary: \$3200/month*

1. Helped company to maintain clients' servers.
2. Used ScreenConnect to remote into clients' workstation and did troubleshoot for clients' workstation, including Outlook issue, printing problems, software update, windows update, computer system issue and etc.
3. Used ScreenConnect to remote into clients' servers and did troubleshoot for clients' servers, including database issue, Quickbook issue, domain user and group issue, IIS issue, FTP issue, backup issue and etc.
4. Used ScreenConnect to remote into clients' network system and did troubleshoot for clients' network system, including Sonicwall firewall issue, router and switch setting problems, network printer connection issue, and etc.
5. Onsite job for all clients, including computer and server hardware issue, network printer connection issue, workstation and server system issue, installed equipment, system upgrade, software update, and etc.
6. Pulled and installed network cable.
7. Used VMWare or Hyper-V to create virtual machine.
8. Managed all clients' backup files situation.
9. Onsite job for OnForce and ComputerAssistant

10. Managed work schedule.
11. Customer technology support.

## **2014-2015**

### **Vision Technology Solutions, LLC – Santa Monica, California**

*Network Administrator; Full-time, Salary: \$4000/month*

1. Helped company to maintain clients' servers and server rooms
2. Helped clients to create web server environment, go live the website, and manage network.
3. Maintained more than 500 clients' websites.
4. Managed company's database.
5. Helped company to do internal computers and servers' troubleshooting
6. Used PRTG to watch out each client server, website, and traffic.
7. Used VMWare to create virtual servers.
8. Hosted client's website.
9. Assembled computers and tested on computer system.

## **2013-2014**

### **Nima Technology Corporation – Cerritos, California**

*Web Programmer, IT Engineer, and Network Engineer; Full-time, Salary: \$3000/month*

1. Helped company to build up servers and server room
2. Helped company to create, built up, and manage network by using CISCO Router and Switch
3. Managed company's database
4. Helped company to maintain Website and created new Website
5. Worked with AccountMate engineer to set up company accounting system.
6. Assembled computers and tested on computer system.

## **2011-2013**

### **Liaoning International Union Consulting Service CO., LTD. – Shenyang, Liaoning, CHINA**

*Education Counselor and Network Engineer; Full-time, Salary: \$4500/month*

1. Helped students to apply abroad schools
2. Offered students the latest education news
3. Managed and prepare students' education documents
4. Contacted abroad schools
5. Managed and Assembled company's computers.
6. Built up and Manage company's network and solve problems.

## **2009-2011**

### **E.Z. Auto Motors, Inc. – Pasadena, California**

*Used Car Dealer Manager; Full-time, Salary: \$3500/month*

1. Helped company to auction used car.
2. Sold used car to public.
3. Managed company's database and server.

4. Managed company's network and solve problems.

## **2006-2009**

**American Future Technology Corp. ([www.ibuypower.com](http://www.ibuypower.com))** – City of Industry, California

*Web Administrator; Full-time, Salary: \$3000/month*

1. Helped company to maintain Web pages.
2. Improved company's E-Commerce Web pages.
3. Managed company's database and server.
4. Managed company's network and solve problems.
5. Controlled Web pages' traffic.
6. Assembled computers and tested on computer system.

## ***Languages***

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Fluent proficiency in **English, Mandarin** and **Taiwanese**

## ***Education***

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**Azusa Pacific University**      **3.531 GPA**      **Azusa, CA. U.S.A.**      **2004 – May 2006**

*Master of Science in Applied Computer Science and Technology  
(Emphasized in Technical Programming)*

**Chung-Yuan University**      **3.2 GPA**      **Chung-Li, Taiwan**      **1994 – 1998**

*Bachelor of Engineering in Civil Engineering*

## ***Information Technologies Certifications***

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**CCNA**      CISCO ID: CSC011906559      01/27/2011 – 01/26/2014

## ***References***

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Steven Wong      (626)822-8998  
Candy Zhang      (626)215-2820  
Richard Lee      (626)665-8686  
Audrey      (323)420-4599