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Summary

Open to advance my career in Information Technology.

- 4 years experience in Information Technology
- 6 years experience as a Helicopter Mechanic.
- Security Plus Certified
- Maintained millions of dollars worth of networks, hardware, and software

Experience



Information Technology Specialist

US Army

Aug 2016 - Nov 2020 (4 years 4 months)

- Switch installation, Router Configuration, NOS Server, Microsoft Exchange Server.
- DNS and DHCP Server configuration, Install Anti-Virus Client Software, and Microsoft Active Directory User/Group Accounts.
- Automated Information System and Electronic Mail Client Software installation.
- Local Group Policy, NTFS Permissions, LAN, Routing Information Protocol (RIP) configuration.
- Maintain millions of dollars worth of networks, hardware, and software.
- Provide customer and network administration services.
- Construct, edit and test mission-critical computer programs.
- Transfer data between information processing systems and troubleshoot automation equipment for hardware and software malfunctions.
- Stay current with system information, changes, and updates.
- Diagnose and resolve problems using documented procedures and a checklist.
- Assist with the resolution of application, hardware, and software problems.
- Switch installation, Router Configuration, NOS Server, Microsoft Exchange Server.
- DNS and DHCP Server configuration, Install Anti-Virus Client Software, and Microsoft Active Directory User/Group Accounts.
- Automated Information System and Electronic Mail Client Software installation.
- Local Group Policy, NTFS Permissions, LAN, Routing Information Protocol (RIP) configuration.



Helicopter Mechanic

US Army

Jun 2010 - Aug 2016 (6 years 3 months)

- Remove and install thousands of dollars worth aircraft subsystem assemblies such as engines, rotors, gearboxes, transmissions and mechanical flight controls
- Service and lubricate aircraft and subsystems
- Inspect and repair aircraft wings, fuselages and tail assemblies
- Prepare aircraft for inspections and critical maintenance checks
- Assist in diagnosing/troubleshooting



AMP Coordinator/Property Manager

Butler Metropolitan Housing Agency

Jul 2005 - Feb 2009 (3 years 8 months)

- Follow HUD regulation and Company policy
- Complete Annual, Interim recertifications and schedule evictions
- Offer units and sign leases, review lease agreements & grievance procedures
- Prepare files for lawyers, schedule court appearances and file court decisions



Receptionist

Butler Metropolitan Housing Agency

Nov 2004 - Jul 2005 (9 months)

- Review, accept & decline applications, update client database
- Schedule appointments, conferences and leasing opportunities
- Maintain vacancy reports and update clients inventory



Maintenance Supervisor

Procter & Gamble

Oct 2003 - Aug 2004 (11 months)

- Manage property grounds and upkeep customers maintenance requests
- Maintain thousand dollars budget guidelines
- Supervise a crew of 50 employees and attend to company requests

Education



Miami University

Bachelor's degree, Electrical and Electronics Engineering

2005 - 2009

Skills

Connectivity • Data Analytics • Customer Satisfaction • Information Security • Research • Project Management • Network Security • Network Administration • Troubleshooting • U.S. Department of Housing and Urban Development (HUD)