Mohammed Ranin

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**SUMMARY OF QUALIFICATIONS**

* Experience in setting up, configuring, and troubleshooting Windows, Mac, and Linux OS
* Experience in using MS Office (Word, Excel, Outlook, and Access)
* Assist in preparing and maintaining systems documentations
* Detail oriented and utilizing proper project management principles to ensure projects are done
* Troubleshoot problems with computer systems and local file servers, including troubleshooting hardware and software, e-mail, network and peripheral equipment problems; makes repairs and corrections where required
* Assist in instructing staff in the use of standard business and administrative software, including word processing, spreadsheets and database management; provides instruction or written documentation
* Assist with in office network setup and configuration including routers, switches, analog modems, and wireless access control devices
* Routine or as requested health check of IT systems for printers, copiers, fax machines, scanners, and conference equipment and providing reports as needed

**Experience**

IT CREATION, **Northridge, CA**

*Information Technology Server Building, Jul 2017 - Aug 2018*

* Modify existing software to correct errors, allow it to adapt to new hardware, or to improve its performance.
* Develop and direct software system testing and validation procedures, programming, and documentation.
* Confer with systems analysts, engineers, programmers and others to design system and to obtain information on project limitations and capabilities, performance requirements and interfaces.
* Analyze user needs and software requirements to determine feasibility of design within time and cost constraints.
* Design, develop and modify software systems, using scientific analysis and mathematical models to predict and measure outcome and consequences of design.

You can enter any volunteer experience you have as well and jobs during school as well.

**Education & CERTIFICATIONS**

**California State University- Northridge**

**Northridge, CA**

Bachelor of Science (B.S.) Computer Information Technology (May 2017)

**GOOGLE**

**Mountain View, CA**

Google IT Support Professional Certificate. (June 2020)

**Additional Skills**

* Detail oriented, active directory