Steven Grundy

**steven.grundy@gmail.com** **Mobile** **408 420 9925**

US Work Authorized - Permanent Resident (Green Card),

**Profile:**

Highly resourceful & adaptable. Skilled in business process, enhancement & organization.

Proactive results & goal oriented. Good judgment, mature, disciplined. Tolerates ambiguity.

Quick learner of new technology & concepts. Able to prioritize & skilled decision maker.

Superior troubleshooting & problem-solving, works in a logical, methodical, multi-tasking intuitive manner.

Delivers practical common-sense solutions. Strong interpersonal & soft skills.

Considered persuasive, outgoing, personable, positive. Detailed, accurate & maintains the big picture.

Highly effective interaction with; senior management, technical & non-technical contributors.

Excellent analytical, business practice & process & technical.

Proven team player with moral & motivational building skills.

Strong follow-up seeing problems through to resolution. Adaptable to change.

Maps business needs to technology. Strong in research & application of best practices.

Low maintenance individual, good humored, delivers exceptional customer service.

# Summary:

# 

Manages client expectations, Hands-on technical management (people & process)

Condenses complex technical information & articulates in a succinct manner

Prioritizes multiple tasks & shifts workload based on business impact

LDAP, DNS, WINS, DHCP, TCP/IP, subnets, routers

Able to follow directions by the project lead or Lead Projects supplying concise clear direction to others

Thrives in a dynamic environment, with short timelines, ambiguities & limited resources

# Special Skills:

Works without direct supervision - part of team, directly with customer. Excellent planning, verbal, written

Credible with good presence, presentation & client facing, wears multiple hats

Contributes above & beyond the necessary tasks & duties, Looks beyond the stated cause.

**Employment History:**

**ICE Consulting Inc. (IT Consulting Company - MSP)**

**IT Technical Engineer (FTE) Office 365 Administrator**

**Milpitas Ca August 2016 – April 2020**

**Clients: 10X, Abbvie, ASK Media Group, Biotechne (ACD), Cytokinetics, Recoveryone, Sightglass**

On-site & remote support for multiple clients in LiveScience, Pharmaceutical & Technology.

User Support, Server & Laptop Builds & Deployment. Dell, Lenovo, HP & Apple Mac, IOS & iPhone, iPad. Bitlocker, Filevault, Win10, Win 7 & XP & migrations, Office 365 management deployment & migration, Google Suite, Symantec SEP, Trend Micro, Eset, Okta, Centrify, Box, Slack. Devolutions Enterprise RDM- Remote Desktop Management, Develop Windows Images. ShoreTel VOIP phone management &support. Liaise with other team members & vendors. SEP deployment, Pulse Secure, Fortinet, Open VPN, PingID, Zoom & Zoom Rooms, Cisco Telepresence & WebEx. Jira, Confluence, Apple’s DEP, JAMF Pro, ConnectWise & Service Now (SNOW), Code 42 CrashPlan, CrowdStrike, Azure. WDS.

**Tesla Motors - Deskside Support (Contract)**

**Fremont, Ca Jul 2015 – April 2016**

Member of a 12-person team supporting 8,000 + users at the Fremont factory. Windows Server 2012, Exchange 2010.Windows 7, Altiris, SCCM, Service Now, Bitlocker, LAPS, ESET AV, MacBook, iPad, iPhone \ IOS, Android, AirWatch, HP Laptops & Desktops, Folio, Zbook, ShoreTel & Avaya phones,

Office 365, 2013, 2010, CyberArk, Pulse Secure VPN, RSA, Build, deploy install hardware, trouble shoot \ tune systems &software, Support for local &remote users. Fast paced environment.

**Nunes Company – Deskside Support (Short term Contract for Vacation coverage - 6 months)**

**Salinas, CA Jan 2015 – June 2015**

**Industry: Agriculture – Produce Growers – Cooler Operations, under the “Foxy” label**

Increased user productivity by reducing downtime, configuring & tuning systems. Support for local & remote users, Cisco Meraki Switches - Mobile Device Management - MDM, Windows 8.x 7, XP, Office 365, OneDrive, Dropbox, 0ffice 2013 – 2010, Spiceworks, Lenovo Laptops \ Desktops, Clonezilla, WordPress - intranet design & updates. Office 365 Administration & migration of users, install network printers, build & configure laptops. Remove Symantec Endpoint SEP – install Forticlient & VPN. Troubleshoot & resolve local & remote issues \ locations looking beyond stated problem. iPhone IOS, iPad support.

**Transcontinental Northern California – Systems Administrator (FTE)**

**Fremont, CA July 2013 – June 2014 24X7x365 environment**

Industry: Commercial Printer of S F Chronicle, China Daily, Metro, Good Times & Safeway newspaper inserts

IT Support for large scale, highly integrated commercial digital print manufacturing environment.

Tight contractual printing deadlines – where daily penalties can exceed $100,000. Windows Server 2008 / 2003, Exchange 2010, VMware ESXi 5.5 & 4.1, SUSE 11. Nagios, MS Terminal Services, HP Servers & Blades, HP EVA 4400. Extensive support for Executive staff & 150 local users on XP, Win 7 / 8. Spyware Removal, Clonezilla, Exchange & Office 2010, iPad*, iPhone -IOS,* Droid.

**VIVOtech Inc. – Windows Desktop System Administrator**

**Santa Clara, CA June 2011 – Jan 2013 (company declared bankruptcy)**

Near Field Communications (NFC) & credit card terminal manufacturer (PCI Compliance)

User support for 100+ local users & additional remote locations in Asia, Europe & US. VPN Support, Dell hardware - laptops & Desktops. VMware ESXI 4.x & 5, Microsoft Dynamics, Palo Alto Networks, Confluence, Upgrade Symantec Endpoint 11.x to 12.x. Build maintain & support System Images. Maintain Symantec Backup Exec 2010, Attend Data Center, Patch & update Systems, Manage Hosted Exchange, Deployed Outlook 2010 for hosted Exchange. Active Directory. Maintain Cisco VOIP System. Tripwire Deployment. User Training & Deployment, IMACS. Support iPhone IOS, iPads, Droids

**NES Financial Inc. – Windows System Admin with Desktop Responsibilities**

**San Jose, CA – June 2009 – January 2011 24X7 environment**

**Industry: Financial Services**

**VMware ESXi 4.1 & 4.0, vCenter, vSphere, vMotion, Windows 2008 R2 \ 03, MS Terminal Services, Exchange 2007, Barracuda 300, Acronis 10, SQL 2008, MY SQL, Redhat Linux, ShoreTel VOIP phone system, LiveSize Video Conferencing, Microsoft’s SCCM & MDT, Symantec Endpoint Protection – SEP, QuickBooks, Office 2010, 2007, Windows 7, XP, & MAC, VNC, Putty, PowerEdge R710, Dell 1955 & 1855 Blades, Dell PowerVault MD 3000i, EqualLogic PS 6000, iSCSI, WatchGuard x1250e, APC Symetra LX, Powerconnect 3448p, VPN, Dell Laptops & Desktops, iPhone, iPad & other devices, SAS 70**

Fast paced environment, supporting 3 Offices - San Jose, Chicago & Boston. Support small IT Development team (6) & 70+ users. Special focus for Treasury & Finance Departments & applications. ShoreTel VOIP System Administration, LifeSize Video Conferencing support. System builds – VMware ESXi with vCenter, Server 08 & Desktops, Software Deployment, User Migration, User Home Directory migration. System documentation. Deploy & upgrade Symantec End Point – (SEP), Vendor negotiation for hardware & software. Implemented Company printer & scanning solution. Heavy user education & training. Train & supervise intern & remote IT contract staff. Anticipate needs – deliver solutions. Configured alternative back-up VPN solution.

**TAOS Mountain, Inc. *TECHNICAL CONSULTANT* – Windows Desktop Administrator (FTE)**

**Server & Desktop Support \ Executive Support**

**Santa Clara, CA - January 2006 – December 2008**

**Supporting TAOS clients - PMC-Sierra (2 years), Corsair Memory, Pelikan Technologies**

**Environment : Windows 2008, 2003/00 Server, VMware, NetApp filer, Nagios, Ghost, Active Directory. Exchange 2003, Blackberry Enterprise Server (BES), XP, Win 2000, WSUS, Spector 360, Trend Antivirus, McAfee, Symantec AV, Outlook, Symantec’s Enterprise Vault, Track-It!, Cisco & SonicWALL VPN, Juniper VPN, Firepass, SolidWorks, Circuit Works, Engineering Department Support, Redhat, HID Access System, System Update & Patching, Shavlik, FDA regulated environment, Sarbanes Oxley – SOX, Telephone system support – VOIP Deployment – Cisco & Avaya, Service Now, ITIL**

Windows Systems Administration - Server & Desktop Builds & patches, Optimization & Support. Active Directory, Server & Desktop Builds using Ghost, Raid, Server & Desktop troubleshooting, Applications support. Ultimate responsibility for Ghost Image Builds for HP Servers, IBM Servers, Lenovo Think Pads & HP Laptops, HP Workstations, VPN remote user support, Engineering & Lab Support, Symantec’s Enterprise Vault, Managing NetBackup & Iron Mountain Offsite inventory, RedHat \ CentOS support

C- Level Executive Support.

# IBM Global Services, *ON-SITE SUPPORT*, San Ramon, CA

# September 03 – August 05 - clients; Nokia, Lam Research, Washington Mutual Bank

Education, Courses & Other

# B.Sc. Computer Science - University of Manchester, Institute of Science & Technology U.K.

# Microsoft Courses, Solaris & Linux Courses

**Excellent local Professional References, Willing to travel**