**Bassem Khalil**

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OBJECTIVE:

[To obtain a position to utilize my skills and abilities and achieve professional growth while being resourceful, innovative and flexible,](https://www.greatsampleresume.com/resume-objectives/it-resume-objectives/being-resourceful-innovative-and-flexible/) and be challenged in new and exciting ways.

EDUCATION:

* Bachelor’s degree in Computer Science

California State Polytechnic, Pomona, CA 2012 – On Hold

* Associate degree of Arts

Orange Coast College, Costa Mesa, CA 2009 – 2012

Golden West College, Huntington Beach, CA 2010 – 2011

Skills:

* Create and implement an IT Plan that works for the business needs and budget.
* Utilize the IT resources for a company needs and best performance.
* Developed IT system specifications after evaluating customer's nature of work and business volume.
* Plan and execute plans for new businesses and for upgrades for running businesses.
* Organize policies and procedures related to information and telecommunication systems.
* Develop and manage department’s yearly budget.
* Build and maintain servers 2008, 2012 and 2016 (SQL, Domain Controllers, Exchange).
* Build, maintain, and repair computer systems to improve speed, reliability, and efficiency of operation.
* Support remote employees with laptops and mobile devices (Android and IOS).
* Software support (DocsVault, AviMark, CornerStone, PaperPort, PowerBI, adobe suite, …etc.)
* Strive to always promote high quality, results-driven, prompt, and professional customer service and support.
* A high ability in restoring lost data and fixing problems caused by viruses or bugs.
* Basic Knowledge of VMWare sphere, and VMWare workstation.
* Setup Local networks, wireless networks and VPN using Cisco, Linksys, and Ubiquity routers.
* Coding with Java, Java Scripts, C++, C#, Python.
* Websites designing using WordPress and Code with HTML, and PHP.
* SEO and increase website Web Traffic (Google Analytics).
* Manage a professional IT team that is responsible for maintain all company systems.
* Office 365 Administrator and security manager.
* Set up and configure VIOP System and Phones.
* Set up backups (Onsite and Offsite) for best data protection with zero downtime.

WORK EXPERIENCE:

* Level 3 IT Support PH-ITSolutions 05/16 – 09/19
* IT Support Specialist PH-ITSolutions 05/15 – 05/16
* Department Manger Owl Western Pharmacy 10/11 – 05/15
* Production Assistant Manager Real EZ Pools 04/10 – 06/10 03/11 – 07/12

References: Upon request.