ROBERT D. MOELLER

6008 RidgeCarn Ave

Las Vegas, NV 89130

Email: [DanM@Infosysunlimited.com](mailto:DanM@Infosysunlimited.com)

714-496-2390

My Goal is to acquire gainful employment in Information Technology, in a Lead Management Role within a reputable and established business organization.

**Lan / Wan:** TCP/IP, DNS, DHCP, IIS, VPN, V-Lan, Ethernet 802.3 wired/ Ethernet 802.11x wireless, Routers, Switches, Firewalls, LAN / Wan topologies, Network design, Terminal Services, Remote access technologies.

**Scripting Languages:** HTML, JavaScript, VB Script, Windows PowerShell,

**Operating Systems:** Windows 7,8,10, Windows Server 2008, 2012, 2016

**Business Software:**  Microsoft Exchange Server, Microsoft Active Directory ,SQL Server, Symantec Backup exec, Symantec Endpoint Security Suite, Microsoft Office, Symantec Ghost, Imaging software, Microsoft Hyper-V, Windows Remote Desktop, Windows Terminal Services, Microsoft Office.

**Hardware:** Dell PowerEdge Servers, HP ProLiant Servers, PC and Server components, CPU’s, SCSI, SATA Disk drives, Raid Arrays, Motherboards, Ram, Network Interface Cards, IPMI / BMC remote management, Network printers and other peripherals. Practical hands on experience with Dell Power Edge servers, HP ProLiant Servers, SAN storage, Virtual Machines – Hyper V, Thin-Client platform deployment and management, SonicWALL Firewalls. Vendor-neutral SPI Firewalls and routers.

**Special Skills:**

**- Software and Network Project Management**

**- Design, implement and Deploy production systems**

**- Team Leadership and practical experience in I.T. staff management**

**- End User Software training in Windows, Office**

**- Mobile Devices, Laptops, Tablets, Notebooks**

EMPLOYMENT HISTORY:

10-2019 – present

JS Products, Inc.

Position/Title: Systems Administrator Las Vegas, NV

Duties: As lead Systems Administrator my responsibilities are to architect, develop, deploy and maintain all production computer servers and the digital infrastructure that facilitates all I.T. needs for the organization. This includes, but is not limited to shipping systems, accounting systems, email systems, the physical wired and wireless network infrastructure while maintaining a smooth, reliable platform for daily operations within the organization. I also maintain network security including: user accounts, logins, and network resource permissions. In addition, I work directly with Junior System administrators in a leadership and mentoring role, in the context of I.T. Ancillary duties also include forecasting future expansion and anticipating the organizational needs for growth and scalability. Troubleshooting key systems and providing technical assistance to Helpdesk staff and Junior System admins is also within the daily regimen of this position. Providing supplementary technical assistance to JS Staff members is also a key responsibility, while maintaining a professional and helpful demeanor.

1-2009 –10-2019  
Infosys Unlimited, LLC Las Vegas, NV

**Position/Title:** Lead Systems Engineer/Manager of I.T.

**Duties:** As Lead Systems Engineer, my responsibilities are to work with various clientele on upgrading, installation, configuration and maintaining all computer and network systems. Working in this capacity, I am able to coordinate and complete multiple projects simultaneously, while being able to meet customer’s deadlines and computing needs, simultaneously working within budgetary guidelines. Most client worksites consist of medium to Enterprise Ethernet networks. I specialize in designing, constructing and managing corporate data centers and managing various workstation platforms. In addition, I am able to direct and delegate deployment of major I.T. projects, including: bridging of Wi-Fi-Ethernet systems, deployment of imaged workstations, deployment and support of software systems, managing digital security, deployment of Active Directory servers, and all digital devices including mobile devices, deployment and management of Microsoft Exchange Email Systems, Active Directory, network security, training and instruction of client staff.

10-2004 – 12-2009

Broadcom, Inc. Irvine, Ca

**Position/Title:** Quality Assurance Engineer

**Duties:**  At Broadcom, my duties included: working in the Product Quality Assurance department, where I tested Broadcom’s newly developed Ethernet Devices, Software, and networking equipment with all major OEM’s, including: IBM, Gateway, Dell, ServerWorks, HP/Compaq, Cisco, Linksys, SMC, etc. All testing was conducted using Ethernet Standards, from Layers 1 through 7 of the OSI model, with a variety of testing software and equipment.

5-2002 – 10-2004

Trans Union, LLC Orange, Ca

**Position/Title:** Western Regional I.T. administrator

**Duties:** As a Network Administrator, my duties included: WAN/LAN connectivity, configuration of routers and switches, installation and configuration of Windows 2003 Servers, migration from Novell Netware 4.2 to Windows 2003 Server with Active Directory, installation and maintenance of Windows 2000 Professional workstations including hardware and software applications, programming Access 97/2000 databases using VBA/ Visual Basic, Programming and maintenance of telephone communications on a Siemens Hicom 300 phone switch, installation / configuration of computer-controlled door lock security systems, and Help Desk requests with occasional user training.

1-1999 to 5-2002

Crystal Cathedral Ministries Garden Grove, Ca

**Position / Title:** Senior Network Administrator

**Duties:** As a Senior Network Administrator, I worked to meet the I.T. needs of the ministry, including: LAN/WAN planning and configuration, installing and maintaining network servers including NetWare 4.2, Windows NT 4.0, and Windows 2000 Server. Additional duties include: network cabling, programming database applications with Visual Basic 6.0 and Microsoft Access, and PC troubleshooting and maintenance. I have a working knowledge of POP3, SMTP email services and TCP/IP protocols and Applications. I have hands on experience with Server backups and restores with Backup Exec software. In addition, I have installed and maintained remote access services with CITRIX METAFRAME 1.8. I have also organized, prepared and conducted software training courses for ministry employees.

June 1997 - December 1998

Pacific Mutual Life Newport Beach, CA

**Position/Title:** Network Administrator (contract)  
**Duties:** Managed, installed and administered applications software in a Hybrid Novell/ NT Network environment. In addition, I worked on the upkeep and maintenance of the NT / Novell servers, Delegated team members to manage approximately 350 workstations, maintained local and network printing, administered network security and assisted end users with help desk inquiries.

August 1997 - November 1997

ACS Systems/ Data Design Irvine, CA

**Position/Title:** Software Trainer (contract)  
**Duties:** Prepare Training material and conduct presentations of the SIMON software system. Trained individual employees to have a thorough understanding of the SIMON system and how to utilize it effectively. ( SIMON is a custom-built collection of programs used exclusively in the Title/Escrow industries.) My responsibilities also included traveling to Title Companies to install and configure network hardware and software, support of the SIMON software, and administration of Network workstations and file servers.

U.S. ARMY

Enlisted Active Duty

Attained level of Sr. NCO E-6 Staff SGT.

Education

Bachelor’s Degree: Computer Information Systems

References: Available up request.