**Anjana**

**Homagain**

12232 SE 196th ST Kent,WA,98031|(720)-496-8902|ahomagain@yahoo.com

**Skills Summary**

* Knowledge of networking protocols and concepts (VPN, Routing, Ports, TCP/IP, Network analysis tools).
* Knowledge and hands-on experience providing technical support to users using Windows 10 and other mainstream Microsoft applications.
* Experienced with Microsoft Active Directory administration.Proficiency in Technical Writing
* 5 years of experience as a administrator with a focus on Microsoft technologies
* Microsoft Infrastructure is core: Workstation (all versions) Active Directory, Office (All versions) and Office 365/Exchange.
* Ability to work well in a team environment and promote team collaboration
* Excellent written and verbal skills
* PowerShell, Share Point
* Point of Sale and Quick Book
* Ability to work on multiple projects simultaneously and to prioritize tasks and responsibilities.
* Adaptable to thrive in a dynamic environment.
* Experienced with help desk ticketing systems .
* Ability and confidence to make quick tactical decisions and act.
* Organizational skills and attention to detail.
* Knowledge of Cisco and Juniper

**Education**

* Diploma In Software Engineering | Nepal
* Associate Degree in Business Administration | Nepal
* Google Analytics Certificate
* Personal Centered Planning in Actions certificate
* Self Advocates In Leadership Certificate
* Business and Employer Engagement Certificate
* Auto-Cad and Amazon AWA Certification in progress

**Experience**

***Employment/Network Consultant***

Vadis(Non-Profit)|Tukwila,WA|November 2019-Present

* Educating employers about the advantages of workforce diversity and encourage businesses to consider the benefits of hiring people with disabilities.
* Get to know who the clients are, what they excel at and what fulfills them
* Guide employers to hire a candidate referred by Vadis
* Partner with clients on job sites to support the business and their new employee
* Remain on the job site and make periodic follow ups to provide consultation to assure job retention and career growth.
* Effectively communicating with clients, families, and funders; writing technically to report on client growth; helping clients enter the workforce; creating bonds with clients and community members.
* Work on Windows PowerShell for automating tasks and simplifying configuration to automate any task in the Windows ecosystem, including active directory and exchange.
* Enter new and/or updated data in multiple data management systems.
* Monitor program goals, objectives and deliverables.
* Prepare relevant documents and reports.
* Participate in program coordination, including  
  meeting goals and outcomes.
* Monitor program goals and objectives, and revise as appropriate.
* Maintain program tracking system files.
* Participate in program development.
* Speak strongly with impact, train,network and manage the social space/interaction with volunteers.
* Hands on experience on networking protocols and concepts (VPN, Routing, Ports, TCP/IP, Network analysis tools).
* Provide technical support to users using Windows 10 and other mainstream Microsoft applications.
* Experienced with Microsoft Active Directory administration..

***Jr. Network Specialist***

Dhakal Enterprise, Seattle | Seattle, WA | January 2012 – December 2019

* Provided technical support, troubleshooting and diagnosing complicated hardware/software problems.
* Implemented systems and software upgrades of OS/Android and configuration changes for users
* Monitored multiple databases to keep track of all company inventory.
* Configuring Cisco ASA 5540 series firewall.
* Updated documentation to provide an efficient transition from one employee to the next.
* Resolved Apple & Android hardware, software, networking connectivity issue's
* Provided tablets/ desktop device setup and configuration support
* Coordinated, scheduled and deployed monthly security patches