APPLICATION FORM

Position: System Administrator
Salary: Negotiation

About me

Full name: NGUYỄN MINH ANH	Gender: Male
Date of birth: 12/12/1998	Nationality: Vietnam
ID number: 03609minhanh	Issued by: 25/02/2022

From: Director General of the Police Department for Administrative Management of Social Order

Place of origin: Hải An, Hải Hậu, Nam Định

Place of residence: 1028/2/10 Tân Kỳ Tân Quý Street, Bình Hưng Hòa Ward, Bình Tân District, Hồ Chí Minh City

Current address: 1028/2/10 Tân Kỳ Tân Quý Street, Bình Hưng Hòa Ward, Bình Tân District, Hồ Chí Minh City

Marriage status: Single	Health status: Good
Ethnic: Kinh	Religion: Christianity
Phone number: +84346928135	Email: devcungai.com@gmail.com
Father's name: N. V. V.	D.o.B: 1970

Current job: Freelancer

Workplace: 1028/2/10 Tân Kỳ Tân Quý Street, Bình Hưng Hòa Ward, Bình Tân District, Hồ Chí Minh City

Mother's name: T. T. L.   D.o.B: 1978

Current job: Freelancer

Workplace: 1028/2/10 Tân Kỳ Tân Quý Street, Bình Hưng Hòa Ward, Bình Tân District, Hồ Chí Minh City

Sister's name: N. T. N. A.   D.o.B: 1999

Current job: Sales Representative

Workplace: Liên minh Seafood Co., Ltd., Tân Phú District, Hồ Chí Minh City

Objectives

I am always seeking new challenges and opportunities to further develop my skills, and I am committed to staying up-to-date with the latest advancements in technology.

Experience

Workplace 1:

Organization: Vietnam's Navy

Time: From February, 2022 to January, 2024

Title: Junior Soldier

Job description:

- ✓ Compose, printing private documents
- ✓ Implement, configure, adjust PCs, laptops, printers
- ✓ Perform data backups and disaster recovery operations
- ✓ Train people in computer system use
- ✓ Analyze equipment performance records to determine the need for repair or replacement
- ✓ Recommend changes to improve systems and network configurations, and determine hardware or software requirements related to such changes
- ✓ Design, configure, and test computer hardware, networking software and operating system software

Workplace 2 :

Company name: MegaHome Vietnam Co., Ltd.

Time: From July, 2020 to February, 2022

Position: IT Specialist

Job description:

- ✓ Configure virtualization systems (VmWare ESXi), administer Windows (Server 2016, Active Directory, Domain Controller)
- ✓ Perform data backups and disaster recovery operations
- ✓ Install, update, troubleshooting the ERP, MES, EHR Software
- ✓ Implement, configure, adjust PCs, laptops, printers, photocopiers, projectors, IP phones
- ✓ Configure and administer switches, firewalls, wifi, routers
- ✓ Design, deploy the Welcome Board
- ✓ Recommend changes to improve systems and network configurations, and determine hardware or software requirements related to such changes
- ✓ Monitor and analyze network & camera performance to determine whether adjustments are needed and where changes will be needed in the future

- ✓ Maintain and administer computer networks and related computing environments, including computer hardware, systems software, applications software, and all configurations
- ✓ Diagnose, troubleshoot, and resolve hardware, software, or other network and system problems, and replace defective components when necessary
- ✓ Configure, monitor, and maintain email applications or virus protection software
- ✓ Operate master consoles to monitor the performance of computer systems and networks and to coordinate computer network access and use
- ✓ Plan, coordinate, and implement network security measures to protect data, software, and hardware
- ✓ Analyze equipment performance records to determine the need for repair or replacement
- ✓ Design, configure, and test computer hardware, networking software and operating system software
- ✓ Perform routine network startup and shutdown procedures, and maintain control records
- ✓ Train people in computer system use
- ✓ Maintain logs related to network functions, as well as maintenance and repair records
- ✓ Coordinate with vendors and with company personnel to facilitate purchases
- ✓ Implement and provide technical support for voice services and equipment, such as private branch exchange, voice mail system, and telecom system
- ✓ Maintain an inventory of parts for emergency repairs
- ✓ Research new technologies by attending seminars, reading trade articles, or taking classes, and implement or recommend the implementation of new technologies

Workplace 3:

Company name: DONACOOP Group

Time: From January, 2020 to June, 2020

Position: IT Support

Job description:

- ✓ Diagnose, troubleshoot, and resolve hardware, software, or other network and system problems, and replace defective components when necessary
- ✓ Train people in computer system use
- ✓ Implement, install, connect PCs, laptops, printers, photocopiers

Education

University: Open University of Ho Chi Minh City
School year: 2016-2020
Major: Information Technology Management
Status: Graduated

Achievement

Encouragement Award on Tân Phú District's IT Junior Contest (2015)

Certificate

Course: Cisco Operating Systems Basics
    +   Kind: Online
    +   Issued by: Cisco
    +   Result: Completed

Course: CCNA (200-301)
    +   Kind: Online
    +   Issued by: VnPro
    +   Result: Completed

Skills

Hard-working, well-perform in individual or team-work

Hobbies

Research on computer-related topics, now focus on AI trends

Contact me

GitHub: github.com/DEVcungAI
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LinkedIn: linkedin.com/in/nminhanh1998
Facebook: facebook.com/anhdangssuy
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References

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