

Robert Smith

Assistant Data Center Operator I

PERSONAL STATEMENT

Seeking an opportunity to work as a Data Center Operator with CareTech. have 20 plus years directly related work experience with multiple environments that includes Mainframes, Mid Range Server and Batch Production Support. Professional attitude and performance.

WORK EXPERIENCE

Assistant Data Center Operator I

G4S Secure Solutions (USA) Inc - January 2012 - 2020

Responsibilities:

- Operated computers in the control center.
- Monitored cameras for suspicious activity.
- Conducted patrol and being stationed at key points for facility protection.
- Responded to Alarms.
- Communicated through radio and in person with other officers to ensure safety.
- Communicated to all customers in a professional and kind manner.
- Operated excel program on the computer.

Data Center Operator

Delta Corporation - 2008 - 2012

Responsibilities:

- Ensures that all reports and labels are separated and available in a timely fashion.
- Communicates time constraints to all Nike personnel.
- Managed and processed critical client real-time and time specific batch data from numerous financial institutions sent via EDI Researched and .
- Nightly billing and customer support.
- Processed batch job files to print reporting required for several departments within First Data.
- Created/printed reports and microfiche.
- This is Dummy Description data, Replace with job description relevant to your current role.

Education

BS- 2009(Northern Virginia Community College - Sterling, VA)

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

SKILLS

Customer Service,
Computer , Bilingual,
Cash Handling, Microsoft
Office, Scheduling
Appointments, Strong
Work Ethic, Problem
Solving, Networking,
Troubleshooting,
Hardware Installation.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company
Name)
Reference - 2 (Company
Name)