ROBERT SMITH

IT Administrator (Contract)

info@qwikresume.com | LinkedIn Profile | Qwikresume.com

Successful IT and technical support experience with an affinity for meeting challenging goals of a business. Solid understanding of business networks, including: server installation, configuration, network, as well as desktop hardware and software support and purchasing.

EXPERIENCE

IT Administrator (Contract)
ABC Corporation - 2004 – 2007

- Responsible for all system and network administration, including building servers.
- Set up and administered all Cisco wireless networks and security.
- Part of two-person team responsible for design and construction of Windows 2003 servers and an Exchange server.
- Set up all routing and firewall rules, migrated clients.
- Responsible for administration/configuration/troubleshooting of all servers and firewalls.
- Maintained all systems, printers, and other peripherals.
- Ensured adherence to company hardware, software, and security configurations.

IT Administrator
ABC Corporation - 2002 – 2004

- Effectively provisioned, installed/configured, and maintained hardware and software related revamping Terragos Tech/Reach 360 IT infrastructure.
- Provided first level technical support for IT infrastructure Managed Sharepoint, VMware/VSphere ESX/ESXi 5.1, Veeam Backup and Replication Managed Hosted Microsoft Exchange, Nagios Server, WUG Server, and WSUS Server.
- Managed Network including firewall, switches, NAS, VPN etc.
- Created, requested, and presented technical specifications and requirements for purchasing of new servers and networking equipment.
- Used diagnostic software to monitor performance of systems; collected and analyzed data to identify trends and recommend improvements.
- Provided after-hour support for network; help desk, and client/server environments.
- Obtained and maintained required certifications for partnerships with key Vendors..

EDUCATION

- AS in Computer Systems Technology - (Northwest Connecticut Community College)

SKILLS

ITIL, Windows, Windows Xp, Active Directory, Windows 7, Servers, Remedy, Healthcare, Management, Acrobat, As400, Vmware, DNS, Citrix, System Administration, Operating Systems, Printers, SCCM, WSUS, Windows Server 2003, Windows Server 2008, Tape Backup, Networking.