

# Çelik Gezer

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## KEY SKILLS

Software and Hardware Installation, Troubleshooting, Diagnose & Repair, Network and System Security, System Upgrades, System Integration and Planning, Video Editing, Motion Graphics, Video Capturing, Photographing, Retouching, Cataloging, Knowledge of Codecs, Encoding and Basic Graphic Design.

## PROFESSIONAL EXPERIENCE

**UCB Pharma A.S.**, Istanbul, Turkey

A multibillion dollar global biopharma with operations in over 40 countries.

**Assistant IT Department Manager** (2012- 2013).

- Supervised all daily and weekly IT procedures, reporting directly to IT Manager.
- Provided IT support for in-office users and administered technical call support for offsite workers.
- Managed and monitored the company's LAN and WAN Networks.
- Developed new ideas for improving theoretical and practical procedures, troubleshooting and IT support in order to ensure efficient, palpable, and user-friendly IT services.
- Assisted IT manager with implementing new IT software and hardware.
- Piloted user training on all newly introduced IT technologies.
- Managed company backups, handling and restoring sensitive company data.
- Led recruitment and training of new IT staff.

**Anzac Day**, Turkey, Çanakkale

The largest Anzac Day commemoration outside of Australia.

**Technical Support Specialist for Australian Embassy** (2013)

- Led technical support for the Australian Ambassador to Turkey and other Australian diplomats.
- Remained on-call during the event to help with any computer needs the staff required at any time.
- Installed, managed, and monitored the LAN and WAN Networks.
- Installed, managed, and monitored the office computers, printers, routers, wireless access points, and all other office equipment.
- Entrusted to perform my responsibilities around classified information.

**Dakick.com**, Istanbul, Turkey

Turkish worldwide social events calendar website.

**San Francisco Editor** (2013)

- Developed a needs assessment for the type of content apt for enhancing user traffic, page views and time on the site's San Francisco coverage.
- Researched San Francisco's diverse social landscape, combing through a legion posts of restaurant openings, concerts, performances, and other cultural activities to curate a list of go-to events for Dakick readers.
- Maintained a comprehensive and enticing events calendar, contributing and editing posts on a daily basis to populate dakick.com's digital listings.

## **EDUCATION**

### **ISTANBUL BILGI UNIVERSITY**

*Visual Communication, Photography, and Video*

### **BILGEADAM**

*MCP – Microsoft Certified Professional*

## **SOFTWARES USED**

- Adobe Creative Suite (After Effects, Premiere, Photoshop, Lightroom, Media Encoder)
- Final Cut
- Microsoft Office (Word, Excel, PowerPoint)

## **OP.GG**

- [FrostSTeel EUW](#)
- [FrostSTeel TR](#)

## **LANGUAGES**

Native Turkish and Fluent English.

***References provided upon request***