**Hallelujah Ephraim Lemma**

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**Education:**

2003 – 2006 Mekelle University – Bachelor’s Degree in Computer Science

**Professional Certification**

2014 Microsoft Certified in Database Administration Fundamentals.

2006 Certificate of training in Introduction to FOSS and the Linux Operating System

**Language Skill Oral Written**

Amharic Excellent Excellent

English Excellent Excellent

Kiswahili Beginner Intermediate

French Beginner Beginner

**Experience:**

September, 2015- January, 2017 Worked on SharePoint at Sutherland Global Services. My responsibilities were interacting with customer in requirement gathering, analysis and design. Creating sites, site collections, form templates, documents and form libraries, customization of library attributes, import and export of existing data and connections of data.

November, 2014 – April, 2015 Worked as a tax associate for tax service companies called Midway tax services and H&T income tax service. My responsibilities include managing data, filing taxes and doing receptionist works.

2013 – Now Working as an interpreter for a company called M.E Services. My responsibilities are to interpret at courts, schools, hospitals and all sorts of healthcare facilities.

September, 2013 – Now Working as a part time tutor of Computer Science and Math at Monroe Community College.

**Technical Skills**

* SharePoint Server 2010, SharePoint Designer, InfoPath Designer, MS Office.
* Design and establish a SharePoint application.
* Creation of web parts, workflows, content types.
* Develop InfoPath forms allowing programmatic submission to a SharePoint Form Library and initiating workflow processes.
* Knowledge of Relational Database Management Systems.
* Knowledge of MS SQL Server installation, configuration, Performance Tuning, client/server connectivity, Query Optimization, Back-Up/Recovery, running Database Consistency Checks.
* Knowledge of writing Stored Procedures, Functions and Triggers.
* Knowledge of system tables and stored procedures.
* Fixing basic computer hardware problems.
* Experience in working with Microsoft office tools.

**Personal Skills:**

* Able to work continuously for long hours even while performing active work, bending and climbing.
* Open and fast to learn new things.
* Outstanding customer service skills.
* Excellent interpersonal, analytical and communication skills.
* Capable of interfacing with peers as well us upper level management.
* Exceptional organizational and time management skills.