ROBERT SMITH

IT Systems Administrator II

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SUMMARY

Highly organized and highly self-motivated IT Systems Administrator with 2 years of experience in the Manufacturing domain. I enjoy building and maintaining a robust Information Systems, love to see technology be successfully implemented in a way that benefits the organization the only way that great solutions can.

CORE COMPETENCIES

BACKUPS, Network Security, IP Security Surveillance, VOIP, Firewall Configuration, Microsoft Office, Microsoft Exchange, ESXi/VMWare, Veeam Backup And Replication, ERP Upgrade Planning, Information Systems Infrastructure Auditing

PROFESSIONAL EXPERIENCE

IT Systems Administrator II
Sourcecut Industries Inc - May 2016 – Present

Key Deliverables:
- Conferring with the network users about how to solve existing system problems.
- Analyzing the equipment performance records to determine the need for repair or replacement.
- Configuring, monitoring, and maintaining the email applications or virus protection software.
- Coordinating with the vendors and with company personnel to facilitate purchases.
- Designing, configuring and testing computer hardware, networking software, and operating system software.
- Diagnosing, troubleshooting, and resolving hardware, software, or other network and system problems.
- Implementing and providing the technical support for voice services and equipment, such as private branch exchange, voice.

IT Network Administrator Intern
Sourcut Industries Inc - December 2015 – April 2016

Key Deliverables:
- Assisted in the maintenance of computer hardware and software systems on the network including the maintenance and monitoring of active data network or converged infrastructure and related network equipment.
- Assisted with PC Administration in all levels of hardware and software support as needed, includes service desk support by answering calls, email and in-person user assistance, including but not limited to PC’s, printers, scanners, and mobile devices.
- Worked with the technical team to provide support to key strategic projects and work assignments in the Infrastructure group.
- Created and implemented policies in order to comply with partners requirements.

- Helped to perform a cutover of the existing network to a cloud-based network.
- Built and installed a high-performance network for 2 new buildings including over 30 access units, ethernet cabling and all necessary hardware.
- This is Dummy Description data, Replace with job description relevant to your current role. In case if you dont need it you can delete it.

EDUCATION

- Associates in IT Network Specialist - September 2014 to May 2016(Chippewa Valley Technical College - Eau Claire, WI)Diploma - 1996(Airport High School - West Columbia, SC)