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|  |  | EDUCATION |
|  | **Open University**  2005 - 2009  [Bachelor Degree.]  Toiec Test 650.  Mcsa, Mcse Security. |
| khai duy le  It manager Profile Have over 5 years Pre-opening hotel & resort.  Manage information technology and computer systems. Plan, organize, control and evaluate IT and electronic data operations. Manage IT staff by recruiting, training and coaching employees, communicating job expectations and appraising their performance. Design, develop, implement and coordinate systems, policies and procedures. Ensure security of data, network access and backup systems. Act in alignment with user needs and system functionality to contribute to organizational policy. Identify problematic areas and implement strategic solutions in time. Audit systems and assess their outcomes. Preserve assets, information security and control structures. Handle annual budget and ensure cost effectiveness CONTACT PHONE:  +84983379298  WEBSITE:  https://khanhhoatrips.com  EMAIL:  [duykhai.le@outlook.com](mailto:duykhai.le@outlook.com) |  | WORK EXPERIENCE |
|  | **Worldcraft Logictisc (both US & VN site)** **It Support**  Dec 2020–Now  Support all system in Worldcraft Logictisc ( hardware & software,Network infrastructure ).Software : IFMS (import,export, account),website : wordpress, wcl tool, 3pl… Hardware : pc,server : free pbx, clock finger… Network : vpn site to site both site, meraki firewall.local network…  **Nagar Hotel Nha Trang**  **It Manager**  March 2018–March 2020  Pre Opening task( set up elv system, server, network, data, end user workstation, work with ca for transaction code, set up pms,bo,pos,pur,hr,Setup SOP for Local Hotel .  **Liberty Central Nha Trang**  **It Manager**  March 2015–Feb 2018  Pre Opening task( set up elv system, server, network, data, end user workstation, work with ca for transaction code, set up pms,bo,pos,pur,hr, Work with Odyssea for SOP and task for It Manager in Liberty.  **Seas Shipyard**  **It Manager**  March 2014–Oct 2014  Maintenance server for 2 site in HCM and Ben Luc Long An Maintenance ad,,dhcp server, dns server, file server, autocad. Maintenance email server. Support over 200 end-user in 2 site.  **Grand Hotel Sai Gon**  **It Sup**  Jan 2011–Mar 2014  Pre Opening task( set up elv system, server, network, data, end user workstation, work with ca for transaction code, Maintenance wifi system. Maintenance CO/CI Software ( PMS in Hotel ) |
|  | SKILLS |
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