

SERGEI KOZLOV

System Administrator

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SUMMARY

System administrator with over 20 years of experience. Successfully manages the IT environment of a large company in the energy sector. Responsibly ensures the operation of Bare-metal servers and any complex cloud technologies, 4 Internet providers, 150+ users using dozens of corporate services. Is helping to grow the annual revenue of the corporation. Delivering 15% IT budget savings.

PROFESSIONAL EXPERIENCE

System Administrator

10/2013-present

GEH TER LLC (branch) - Maintenance of large power plants | Novomichurinsk, Russia

- Implemented a network-attached storage (NAS) that ensures the safety and protection of access to corporate data and user documents. Tiered Backup Strategy protects 9TB of corporate data.
- Analyzed more than 100 corporate security issues. Successfully applied modern protected tools and protocols for safe user access and payment transactions.
- Applied an innovative EDMS for 70 users, optimizing document workflows and reducing routine task completion time by 75%; recognized by senior management for proactive initiative that improved team efficiency and productivity significantly.
- Connected 4 Internet sources to the local network of the enterprise. This made it possible to eliminate interruptions in the operation of corporate services (0 failures on the Internet over the past 9 years).
- Designed, configured, maintained and connected 7 remote offices to the corporate network using new hybrid types of communication, including LAN, WAN, VPN, and wireless networks. This increased speed by 16 times and reduced denial of service from 18 hours a month to 0.

EDUCATION

Ryazan College of Electronics | Ryazan, Russia

2002-2006

College Diploma (three years) GPA 3.76 / 4.00

Major: Computer Systems and Networks Maintenance Technology (diploma with distinction)

Language skills: English | Czech | Russian

TECHNOLOGICAL SKILLS

▪ Linux Windows Server ▪ Active Directory ▪ Network Hardware ▪ Technical Support ▪ Virtualization

SOFT SKILLS

▪ Time management ▪ Communication ▪ Risk management ▪ Teamwork ▪ Project management

CERTIFICATIONS

- **WES** – Verified International Academic Qualifications, #6038574IMM 10/2023
- **British Council** – IELTS, #23TR506632KOZS002G 02/2024

VOLUNTEER WORK

- Over the past 3 years, trained 7 student programmers for various industries as a mentor. All students successfully completed their studies and received diplomas.