

SYSTEMS ADMINISTRATOR SYSTEMS ADMINISTRATOR SYSTEMS ADMINISTRATOR - Imperial Electric Shaker Heights, OH Authorized to work in the US for any employer Work Experience SYSTEMS ADMINISTRATOR Imperial Electric - Akron, OH May 2013 to Present Daily support, monitoring, and troubleshooting computers, phones, and devices for 250+ employees. ? Establish system infrastructure for the organization including Microsoft and SQL servers, hardware, software, backups and networks. ? Creation and maintenance of reports using SSRS and Access. ? Creation of applications and system to integrate with ERP/MRP system. ? Monitoring server health, troubleshooting and upgrading based on business need. ? Provide system and user support for Infor Fourth Shift ERP/MRP system. ? Implemented Infor Fourth Shift ERP/MRP system to newly merged company. ? Frequently partner with external vendors to meet business needs. ? Facilitate company meetings for all levels of staff and management. ? Develop procedures to train current and new staff. ? On-call 24/7 to supply employee and business support ? Multiple trips to China for system design and implementation SYSTEMS ADMINISTRATION ASSISTANT/ NETWORK TECHNICIAN/ FIELD CREW TEAM LEADER Imperial Electric - Akron, OH May 2009 to May 2013 Responsible for supporting 150+ employee phones, computers and devices. ? Maintained server and computer systems. ? Daily reporting and database maintenance. ? Supported backup schedule scripting and disaster recovery plans. ? System support for Infor Fourth Shift (ERP/MRP). ? Implemented system upgrades. ? Lead team to perform elevator motor rework throughout United States, United Kingdom, Australia and Canada. INFORMATION SYSTEM INTERN Imperial Electric - Akron, OH June 2007 to August 2009 Daily responsibilities included user support and system monitoring. ? Implemented and upgraded computer systems for 150+ users. Education BACHELORS OF BUSINESS ADMINISTRATION in Computer Information Systems Kent State University - Kent, OH May 2014 Skills ASP (Less than 1 year), ASP.NET (Less than 1 year), C# (Less than 1 year), scripting (4 years), SQL (4 years), Active Directory, System Administrator, System Admin, VMware Additional Information SKILLS: ? Microsoft SQL Server Administration ? Website Development using ASP.NET, ? Microsoft Windows Server administration for VB.NET, PHP, Javascript, HTML and CSS Server 2003, 2008 R2, 2012 R2, 2016 ? Enterprise/Manufacturing

Resource ? Network Administration with Active Planning with InFor Fourth Shift system Directory,
Group Policy, DHCP and DNS ? Project Management and Leadership ? SQL Server Reporting
Services ? Microsoft Exchange Server Administration ? Programing and Scripting in VBA, ?
Microsoft Office Suite Powershell, C#, C++ and Java

Name: Steven Moses

Email: lauradixon@example.net

Phone: 922-739-6454