

Systems Administrator Systems Administrator Systems Administrator - Bank of Communications
San Francisco Branch Daly City, CA To obtain a challenging position with an organization that will
utilize both my interpersonal and professional skills Work Experience Systems Administrator Bank of
Communications San Francisco Branch September 2011 to Present Provide IT support for a
satellite office under company global IT infrastructure Install systems, including initial software
loading and configuration for end users Administer Symantec Asset Management suite for
windows OS patch management Evaluate and test security vulnerability under Windows operating
system Provide internal banking application support to users Perform yearly contingency plan
excise to comply Office of the Comptroller of the Currency requirement Maintain corporate defined
guide line for information security structure Systems Administrator 3 Sybase Hong Kong Ltd July
2008 to February 2011 Participated in global virtualization project including deploy Dell blade
servers Administered Hitachi and Compellent SAN storage and brocade switch Communicated
with clients, peers, vendors, management, and other IT organizations Coordinated regional
backup under data domain vault and Overland tape library via Netbackup Performed operating
system upgrades and made adjustments to systems and configuration Assisted with planning and
executing of the build out of new office spaces Administered thin client platform by using Citrix and
VMware tools Provided quarterly IT budget proposals and justifications Systems Administrator 2
Sybase Hong Kong Ltd April 2000 to June 2008 Participated in relocation and renovation projects
for APO regional offices Communicated key operational or project issues and project effectively to
impacted individuals; enabled project participants and key stakeholders to understand the actions
required to be taken and the urgency of issues Implemented, and provided on-site transitional
support for relocation offices involving server room configuration, UPS, power supply, air-condition
and access control Worked with PC hardware vendor for Custom Factory Integration Project
Launched major operating systems upgrade from Windows 98 to Windows XP regionally Education
Bachelor of Science degree in Computer Information Systems Missouri State University January
1995 to August 1998 Certifications/Licenses CompTIA Security+ September 2017 to September
2020 Citrix Certified Administrator for Citrix XenApp 5 for Windows Server 2003 April 2009 ITIL

Foundation Certificate in IT-Service Management October 2006 Microsoft Windows Server 2008
Active Directory, Configuring August 2011 Microsoft Windows 7, Configuring July 2011

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