

Systems Administrator Systems Administrator Systems Administrator - Yanfeng Automotive Interiors
Hamilton, MI To secure a challenging IT position with an organization where I can use my 9 years
plus of technical, personal, and customer service skills to improve a company's productivity. Work
Experience Systems Administrator Yanfeng Automotive Interiors - Holland, MI November 2016 to
Present April 2016 - November 2016 (Contract) Responsible for the daily operations of computer
Manage company cellphone plan systems Coordinate with other teams and vendors on Develop
scripts and programs to deliver applications projects Application installs and OS upgrades
Coordinate and manage an IT knowledge base Manage and maintain the IT inventory of
computers Work with the "Service Anywhere" ticketing system and accessories to manage and
complete issues Troubleshoot and support servers, EMC storage, Travel and communicate with
other sites locations and cisco network equipment onsite CU Answers Grand Rapids, MI Network
Helpdesk October 2015 - March 2016 (Contract) First point of contact to assist with all aspects of
Active Directory Management computer/ network hardware and communications Basic working
knowledge of the IP Phone system support Assist on network implementation projects such as
Create tickets using Latitude and Answer Book domain migrations and firewall installs Provide
primary technical support for CU*BASE GOLD, CU*Answers eDOC ASP Solution and related
hardware Network Administrator Shoreline Technology Solutions - Holland, MI September 2014 to
October 2015 Managing existing network environments of clients Setting up and managing existing
wired and wireless and assisting with any issues equipment Migrating client's old data to new
servers and Local Microsoft exchange and migrating to Office computers 365 in the cloud
Hardware repair on printers, computers, and servers Client Technology Technician Spectrum Health
- Grand Rapids, MI February 2013 to September 2014 Field Technician February 2012 to February
2013 Contract) Imaging computers to spectrum health's windows 7 Deploying applications
through our deployment image, and deploying them to the end users program CA service desk
products Migrating end user's settings from old machines to Maintaining and repairing label
printers and LaserJet new ones using USMT and making sure that all their printers applications are
up and running Mobile support, IOS, android, and windows devices Work directly with nurses and

doctors to resolve Helping and leading small and large projects issues alongside our project manager Creatively resolving incoming tickets to my queue in Configuring and manually installing any programs a timely matter that need to be done for the hospital Cable management skills

Desktop and Help Desk Technician Intern Boice Communications - Grand Rapids, MI November 2011 to February 2012 Install and maintained telephone systems in various Running Cat5 and Cat3 cable for data, voice sized companies and organizations. Setting up networks for VoIP phone systems Installation Technician Advanced Communications, Inc - Grand Rapids, MI July 2010 to January 2011 Ability to use basic internet and cable installation Installation and set-up of routers, modems, digital tools cable boxes, and telephones Making and pulling CAT5, CAT3, RG-6 cables, and Answering customer questions and ensuring RG-11 cables customer satisfaction

Checking signal attenuation, strength, and frequency Signal Support Specialist 25U United States Army - Augusta, GA August 2009 to March 2010 Honorable Discharge) Basic understanding of computer operations for both Identifying and perform troubleshooting on hardware and software computers, switches, and routers Provide technical assistance and training for LAN N+ (networking of computers and other devices) routers, signal communications, support electronic TCP/IP equipment, satellite radio and communications Setting up and configuring switches and routers equipment Working knowledge of satellites, antennas, and radios Education Associates in Computer and Network Administration in Computer and Network Administration University of Phoenix Online - Grand Rapids, MI 2016 to 2018 Skills Networking, Tcp/ip, Tcp, Wireless, Visio, Data backup, Excel, Microsoft office, Microsoft office 2010, Office 2010, Outlook, Powerpoint, Word, Windows 7, Product support, Service desk, Maintenance, Associate, Active Directory, System Administrator, System Admin Additional Information Technical Skills Hardware maintenance and replacement Wired and wireless networking / 802.11 standards Windows OS and Server Installation File and permission management Windows operating system configurations and Microsoft Office 2010 product support: Outlook, troubleshooting Word, Excel, PowerPoint, Visio, Access Network and TCP/IP configuration and Data backup and restoration procedures troubleshooting Making cat5, cat3, and rg-6 cables Network hardware installations and

configurations Technical Certifications MTA: Microsoft Technology Associate - Networking
Fundamentals SDP: Service Desk Professional MCTS: Windows 7 Configuration 70-680

Name: Tara Sellers

Email: arthurhernandez@example.com

Phone: 583.236.6927x605