

Network & System Administrator Network & System Administrator Network & System Administrator -  
Left/Right LLC Work Experience Network & System Administrator Left/Right LLC October 2018 to  
Present Project-Worked with upgrading, deploying and maintaining Symantec Antivirus on the  
in-house network. ? Project- Configure, install & maintain UNMS system for the Ubiquiti equipment  
in-house. ? Project- Handled migration from a hosted exchange server to G Suite/Outlook. ?  
Administration on VMWare VSphere client and Server. ? Administration of in house networking  
equipment- including: Ubiquiti, Dell Switches ? Maintaining and backing up switches and network  
equipment. ? Install, configure, patch and upgrade assigned systems. Perform system monitoring  
utilizing enterprise tools, performance tuning and troubleshooting. ? Administration for the following  
in-house services- GSuite/MDM/Adobe/VSphere/Microsoft AD/Office. ? Handling G-Suite  
Administration, onboarding and off boarding users, goggle team drive administration, etc. ?  
Providing Support to users for issues related to Mac and Windows with the help of Teamwork Desk  
ticketing system. ? Make needed upgrades and repairs to networks and ensure that systems are  
operating correctly Support Engineer/ System Admin Chromocell Corporation April 2018 to October  
2018 Under the direction of IT Director, provide support to end-users. ? Acknowledge and resolve  
user service requests utilizing helpdesk system SpiceWorks. ? Perform administration of users with  
Active Directory and also experienced in Exchange Administration. ? Research and recommend  
innovative or automated approaches for system administration tasks. Identify approaches that  
leverage our resources and provide economies of scale. ? Perform system monitoring, verifying the  
integrity and availability of all hardware, server resources, systems and key processes, reviewing  
system and application logs, and verifying completion of scheduled jobs such as backups. ?  
Application support including application/web administration, account management,  
backup/recovery, automation/scripting, storage configuration (manage/allocate growth), monitoring  
(events, logs, system health). Site-to-Site VPN-ASA August 2018 to August 2018 Configured ASA  
interfaces configure and enable ISAKMP policy. ? Configured tunnel groups, ACL for VPN traffic,  
NAT Exemption and crypto ISAKMP key on Cisco Packet Tracer. Systems Administrator Intern  
Solviz Inc September 2017 to March 2018 Installing, configuring and troubleshooting of all of

desktops, laptops and servers. ? Administration of environment for Cisco Routers and Switches, Cisco UCS, virtualized systems from VMware and write technical documents. ? Experience on installing, configuring and administering VMware ESXi 5.5 including creating and management of VM's and also their maintenance and troubleshooting issues. ? Provide support to Windows servers O/S, Linux Ubuntu, Active Directory, DNS, DHCP, NTP and Microsoft Server 2012 database administration, disaster recovery planning, network security concepts and troubleshooting problems, VDI Servers and cloud based technologies. Intern Smart Logic - Gujarat, IN January 2014 to May 2014 Configured IP settings, checked firewall and RFID settings, ran Python codes ? Worked on "Sixth Sense" technology, while attending workshop by Smart Logic Education Master of Science in Electrical Engineering New Jersey Institute of Technology - Newark, NJ May 2017 Bachelor of Engineering in Electronics & Communication Gujarat Technological University - Gujarat, IN May 2015 Skills ACTIVE DIRECTORY, BGP, CISCO, DHCP, EIGRP, Windows, Networking, Technical Support, Mac Links <https://www.linkedin.com/in/vaidehi-trivedi-08084b85> Certifications/Licenses UBRSS Present UBRSA Present

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