

IT Specialist IT Specialist IT Specialist El Cajon, CA Work Experience IT Specialist The San Diego
Welcome Back Center Office - El Cajon, CA April 2013 to February 2017 Grossmont-Cuyamaca
Community College Performed troubleshooting, solving hardware and software issues Virus
Protection and Eradication Documented daily tasks, training, and support sessions to inform the
department and organization better regarding IT support needs Designed a new website,
troubleshoot and maintain the website Maintained, upgraded student Database and prepared
reports using FileMaker Pro package and MS Access Managed and maintained large student
database with over 3,800 records and documents imaging Upgraded and maintained email
account using Outlook Computer Instructor International Rescue Committee (IRC) - El Cajon, CA
June 2013 to August 2013 Offered basic computer training for 20-30 students Taught Windows
7, MS Word, Internet browsing, and Gmail accounts Taught students how to utilize job search
engines to find employment Improved and modified training curriculum and offerings for career
sector tracks as needed Database Administrator Grain Board of Iraq Company - Baghdad, IQ March
2000 to November 2010 Analyzed database and designed programs to help database function
more effectively such as designed of accounting systems (payroll system and inventory system)
Created/modified user account, security groups, and distribution list to protect company proprietary
information Responsible for maintaining and updating computer programs and databases utilizing
Oracle, SQL Server and Visual basic Troubleshot and solved problems for computers Assisted
coworkers maintain a productive work environment and insure maximum efficiency Education
Associate of Applied Science in Computer & Information Science in Computer & Information
Science Cuyamaca College - El Cajon, CA June 2017 Web Development Certificate RAFIDAIN
UNIVIRERSITY COLLEGE - Baghdad, IQ August 1995 Skills DATABASE, MS SQL SERVER, SQL
SERVER, MYSQL, ORACLE, Information Technology, Desktop Support, Comptia, Help Desk, It
Specialist

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