Database Administrator Database Administrator Bismarck, ND Extremely proficient in all Microsoft Office programs and very meticulous in what I do, no matter what the task is. Self motivated and reliable, always up for a challenge and never afraid to learn anything new. Take pride in doing any task to the best of my ability. Authorized to work in the US for any employer Work Experience Database Administrator Design Wizards - Bismarck, ND January 2012 to Present Responsible for creating and maintaining large volumes of data. Receive data files from phone companies and format them properly and combine to create phone directories. Also responsible for maintaining 30 workstations, installing new software, troubleshooting and pretty much anything IT related. Project Manager Flow Mobile - Bismarck, ND March 2008 to January 2012 Duties included procuring tower sites on private land for wireless internet service. Responsible for locating site, negotiating contracts with land owners, hiring electrical company to provide power, ensuring all equipment on site works properly before installation crew arrived to place equipment on tower. Database Administrator (DBA) Education Diploma Bismarck High School - Bismarck, ND August 1990 to May 1993 Skills DBA, DB2, MYSQL, Sql Database, Sql Dba, Sql Server, Microsoft Office, Sybase Certifications/Licenses

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