Internal Network Administrator Internal Network Administrator Internal Network Administrator - FRONTIER COMMUNICATIONS Buffalo, NY Experienced with M6, Circuit Design and order provisioning. Familiar with assigning facilities and equipment; maintaining status reports and handling external and internal orders. Cultivates a company culture in which staff members and colleagues feel comfortable voicing questions and concerns, as well as contributing new ideas that drive company growth and customer satisfaction. Authorized to work in the US for any employer

Work Experience Internal Network Administrator FRONTIER COMMUNICATIONS October 2014 to Present   Create EWO's for CNL conversion project   Create PSR's for Internal Customer Requests   Assign circuit IDs and provisioning plans for CNL, NNI, SES/GPON, TDM, HSI, VOIP, Ethernet/IOF, Packet Optical, VPN, & OLT   Monitored personal and group work queues   Provide support and cross training to various engineering groups and Project Management   Integral member of Public, Education and Government Project   Assign Customer Edge VLANs for EIA, EVPL, and ELAN customers and coordinate Hot-Cuts   Create Network Diagrams for SS7 links   Determine SS7 diversity, coordinating w/OSP and Network Engineering Circuit Design Engineer EMPIRE COMMUNICATIONS - Remote June 2012 to June 2014   Created ISR's/EWO's within M6 database   Monitored work queue   Provided Router design in m6   Created circuit design paths for Ethernet   Interacted with other department to assure timely turn up of customer Ethernet circuits

Education Bachelor's in Environmental Design University of Hawaii, Manoa - Honolulu, HI August 2006 to May 2011 Skills Microsoft Office 365 (10+ years), Oracle Metasolv M6 (7 years), Autodesk AutoCAD (10+ years), Varasset (4 years), Salesforce (3 years), Technical Support, Networking, Vmware Links https://www.linkedin.com/in/nevada-jordan-07ba58155

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