Systems Administrator Systems Administrator Systems Administrator Morgantown, WV Work Experience Systems Administrator KeyLogic, Morgantown January 2018 to May 2019 Work with vendors to spec out servers and various other hardware/software ? Monitor Daily and weekly backups via Altaro ? Assist in data recovery ? Set up Virtual Machines for users to perform tasks on ? Managed inventory tracking for various hardware and softwares ? Documenting solutions for user issues and installing software ? Work with outsourced resources to provide complete resolution of issues ? Monitor security and Exchange logs Information Technology Intern KeyLogic, Morgantown August 2016 to December 2017 Assist IT Manager with daily Tasks ? Documented information for an IRS Audit ? Set up workstations for Employees to meet their needs ? Create and Maintain Active Directory accounts and Exchange Emails ? Support users daily through help desk tickets Education Bachelor of Science in Computer Science in Computer Science West Virginia University August 2013 to December 2017 Skills Documentation, Goal oriented, Problem solving, Active Directory, System Administrator Additional Information SKILLS Problem Solving, Good Communication, Goal Oriented, Organized Approaches, Documentation, Programming Basics, Hard Worker

Name: Scott Leblanc

Email: rangelbrian@example.com

Phone: 001-907-248-8479