

Network Administrator Network Administrator Network Administrator - American Made, LLC  
Freedom, PA Seeking a position as an Information Technology Administrator to use my 30 years of  
computer industry experience to improve and maintain computer infrastructure to reduce downtime  
and ensure data integrity. Work Experience Network Administrator American Made, LLC 2010 to  
Present Complete oversight of IT infrastructure for the company as it expanded from a single facility  
to three separate facilities, one of which is in Mexico. BENEFITS - Consistent interaction with  
vendors and a thorough understanding of the costs associated with various IT projects has saved on  
average 28% per year. Exclusive support for conversion of the previous Accounting software  
package to Microsoft Dynamics - Great Plains. BENEFITS - Reduced the contractor's billable time  
by at least 45% during implementation, and another 12%-18% following implementation.  
Willingness to think creatively and utilize non-mainstream hardware for monitoring and data  
gathering. BENEFITS - Reduced hardware costs by 40%-45%, and increased reliability. Owner /  
operator Self employed 1991 to Present Provided onsite system and network design,  
implementation, troubleshooting, and repair for small businesses and individuals in the Erie /  
Pittsburgh areas. Erie Aviation, Inc 1998 to 2008 Various contract positions, culminating with MIS  
director, Erie Aviation, Inc. Initiated, troubleshot, & completed implementation of company-wide  
broadband internet access via proxy server to a high speed connection. BENEFITS - Network-wide  
high speed internet access at less than 50% of the cost of the previous system. Provided technical  
(hardware level) support in Erie Aviation's deployment of the MAS90/200 accounting system.  
BENEFITS - Reduced supplier side support costs by approximately \$6000 during rollout. Provided  
training and helpdesk support in Microsoft Office, Crystal Reports, & Mas90/200. BENEFITS -  
Reduced support wait time by 45-60%. Reduced support costs by \$35,000 annually. Additional  
Information Installing, troubleshooting, updating, and maintaining the following workstation operating  
systems: Windows NT Workstation; Windows 2000 Professional; Windows XP Professional, &  
Home; Windows Vista; Windows 7; Windows 8; Windows 8.1; and Windows 10. Installing,  
troubleshooting, updating, and maintaining the following workstation software packages: Microsoft  
Office 95, 97, 2000, XP, 2007, 2010, 2013, 2016; Seagate Crystal Reports 5-9; Adobe Software (all

products); AutoCAD (various versions); Most major Anti-virus packages. Developing / enhancing reports, databases, spreadsheets, documents, & presentations in the following Applications: Microsoft Office 95, 97, 2000, XP, 2007, 2010, 2013, & 2016; Seagate Crystal Reports 5-9. Installing, troubleshooting, updating, and maintaining the following Server operating systems: Microsoft Small Business Server 4.0, 4.5, 2000, 2008, & 2011; Microsoft Server 2000, 2003 2008, 2012, & 2016; VMWare vSphere (formerly ESXi) through version 6.5. Installing, troubleshooting, updating, and maintaining the following server based software packages: Exchange 2000, 2007, 2008, 2010, 2013, & 2016; SQL Server (Various versions); Hyper-V. Performing systems analysis, hardware setup, maintenance, troubleshooting, and repair based on the IBM PC compatible platform and associated peripherals for the last thirty + (30+) years. Programming in the following languages: Visual Basic 2.0-.NET; Visual Basic for applications; Quick Basic 4.5; C++; C#, and SQL. Network Administration for the last twenty (20) years, including: Dynamic Host Configuration Protocol (DHCP); Dynamic Name Services (DNS); Microsoft Exchange 5-2016; Microsoft Proxy Server 1.0, & 2.0; TCP/IP networking; NT Domain configuration, security setup, & maintenance; Active Directory configuration, setup, & maintenance; Group Policy configuration, setup, & maintenance.

Name: Maria Young

Email: todd05@example.org

Phone: +1-207-751-0043x9768