

Systems Administrator Systems Administrator Systems Administrator Wasilla, AK Authorized to work in the US for any employer Work Experience Systems Administrator Vistrionix - Anchorage, AK May 2017 to Present 40+ hours/ week Maintained user accounts on a MS 2012 network supporting over 20000 users. Maintained a database work request queue and scheduled the request to completion and shifted priorities to those task that needed it most. Managed and completed projects from cradle to grave. Trained users on hardware and software using MS Office. Maintained back up for 2012 & 2016 servers and its data for the Alaska Area Office Pushed out and maintained updates for the Alaska Area Office computers. Provided excellent customer service Sr. Systems Network Administrator Alaska Mill and Feed February 2016 to April 2017 40+ hours/ week Maintained user accounts on a MS 2003 and cleaned up accounts in preparation to move to a newer server Conveyed and recorded acquired knowledge of unique situations in a way that was understandable in a teaching environment. Created new standards in orders and hardware profiles to save the company money while increasing performance of gear Managed and maintained DHCP, DNS, DFS, Email accounts, and AD for sections of the AGFS Domain. Provided excellent customer service Trained users on hardware and software using MS Office. Created new Policies and Procedures for order control and hardware profile management. Maintained back up for 2003 server and email accounts. Installed and maintained company anti-virus and web filtering software. Managed and completed projects from cradle to grave. Provided hardware and software solutions to save the company money IS Technician, Systems, and Server Administration NANA Development Corporation/Construction/Management Services July 2005 to November 2015 40+ hours/ week Maintained user accounts on a MS 2003/2008 network including Exchange supporting over 500 users. Conveyed and recorded acquired knowledge of unique situations in a way that was understandable in a teaching environment. Maintained a database work request queue and scheduled the request to completion and shifted priorities to those task that needed it most. Maintained and update software and hardware including remote areas in Alaska (North Slope and Red Dog Mine). Customized Operation System Image generation for multiple production environments. Created new standards

in orders and hardware profiles to save the company money while increasing performance of gear.

Core competence and experience in enterprise server hardware/software integration, maintenance and management

Managed and maintained DHCP, DNS, DFS, and AD for sections of the NANA Domain.

Troubleshoot network issues and made sure that remote networks could get online and communicate with needed servers.

Trained users on hardware and software using MS Office including Visio and Project.

Provided different software options for useful operations.

Created new Policies and Procedures for order control and hardware profile management.

Maintained back up for several key 2003 and 2008 servers.

Maintained and improved Order management, Software/Hardware procurement and inventory/deployment asset management protocols. That are still in operation currently.

Installed and maintained company anti-virus software.

Facilitated migration from existing telecommunications infrastructure to current VOIP system

Deployed and maintained an AVAYA digital phone system for over 20 users.

Assisted in the move of computers from physical locations and domains.

Implemented Business Network Administration infrastructure management for operations connectivity, used Visio to processes diagrams.

Provided excellent customer service

Education Bachelor of Science DeVry University June 2005 Bachelor of Science Charter College General Studies University of Anchorage Alaska - Anchorage, AK Skills Active Directory, System Admin, System Administrator, Vmware, exchange, Customer Service

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