

Network Administrator Network Administrator Network Administrator New Haven, CT To obtain a rewarding position in information technology in a dynamic, educational environment that utilizes my systems and networking experience Authorized to work in the US for any employer Work Experience Network Administrator Bausch Advanced Technologies - Clinton, CT June 2008 to September 2010 Installing, managing and troubleshooting Windows Server 2003/2008, Windows 7, XP and Vista Creation and maintenance of Microsoft Active Directory accounts and Microsoft Exchange mailboxes for approximately 50 local users and 150 global users Maintenance of online company directory Virus/Trojan/Malware removal and cleaning Management of company website utilizing HTML and Adobe Flash Translation of website and other corporate materials into numerous languages Coordination with international employees on aspects of website Remote support for traveling users using remote desktop and video conferencing software General maintenance and troubleshooting of network devices; printers, switches, routers, IP phones Responsible for purchasing and installing replacement equipment Senior Sales Associate Gamestop Inc - Old Saybrook, CT July 2007 to June 2008 Leading team member responsible for providing customers with an informative and respectful shopping experience Translated gaming industry specifications into end user friendly terms to avoid sales of incompatible gaming hardware and software Charged with point of purchase security, bank drops and site security Responsible for order, receipt and inventory of all stock Data Document Processing Specialist Kendle International - Old Lyme, CT September 2006 to May 2007 Obtained security clearance to scan and evaluate Pfizer Corporation confidential medical testing documents Responsible for editing, updating and archiving documents in Pfizer Corporation database. Education Middlesex Community College - Middletown, CT September 2002 to May 2004 The Morgan School - Clinton, CT Additional Information TECHNICAL PROFICIENCIES Applications: MS Office 2003/2007, Active Directory, Group Policy, Adobe Creative Suite OS: HP, Dell, Windows XP/2000/2003/2008/Windows 7 Networking: Cisco routers, Cisco and HP switches, TCP/IP, DNS, DHCP, VPN, LAN/WAN, WiFi, VoIP Anti-virus: Symantec Corporate Edition/ Endpoint Protection

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