Network Administrator Network Administrator Network Administrator - TW Metals, Inc West Chester, PA    Operating Systems: Microsoft Windows Server 2012/2008/2003, Windows Pro 10/7/XP, Mac OSX and Linux.    Microsoft: SQL, Exchange, IIS, SUS, SMS, IAS, Azure, PowerShell, Active Directory and Group Policy.    Microsoft Office: Access, Word, Excel, PowerPoint, SharePoint, Publisher, Visio, Project, Outlook, One Drive,  Skype for Business.    Other software: Internet Explorer, FireFox, Chrome, HTML, Dreamweaver, Photoshop, VBScripting, Java, Visual  Basic, AutoCAD, Symantec Ghost, Symantec Backup Exec, Sophos Antivirus, Carbonite, Numara Track-it,  SASIxp, PowerSchool, Lotus Notes, VNC, Terminal Server, Citrix, VMWare, Altiris, BMC FootPrints.    Networking: LAN, WAN, VLANS, DHCP, DNS, WINS, NAT, TCP/IP, IPX/SPX, NetBIOS, POP, SMTP, SNMP,    IMAP, FTP, TFTP, Dial-up, VOIP, Ethernet, Cisco Routers/Switches, 3Com Routers/Hubs, Cisco Pix Firewall,  Checkpoint Firewall, Proxy Servers, VPN and Wireless Networking.    Network Administration: Websense and N2H2 Internet Filtering and SMTP Mail Filtering.    Network Security: Firewalls, DMZ, ACL, IPSec, Port scanning and Network Monitoring.    Hardware: Various PC servers (Dell, HP, IBM), RAID, SAN, Cisco, APC, workstations and laptops.    Maintain and apply security and operating system patches and enhancements on Servers and PC's.    Helpdesk/End-user support for hardware, software and Windows operating systems.    Strong written and oral communications skills. Work Experience Network Administrator TW Metals, Inc - Exton, PA 2007 to Present    Maintained network infrastructure for 25 locations (domestic and international).    Managed Active Directory, Group Polices, DHCP/DNS and Radius servers.    Managed Cisco Firewall/Routers and Remote VPN access for all users.    Managed cell phones such as Blackberries, iPhone/iPads and Androids. Managed Microsoft Azure/Office 365.    Monitored network traffic, printing and other network resources.    Upgraded network LAN/WAN MLPS network.    Migration from Server 2000/2003 to 2008 R2.    Worked with IT manager on yearly budget.    Maintain daily backups on and disaster recovery.    AS400 and Client Access support.    Imaged desktops and laptops and maintained lease schedule.    Provided second and third level support to the helpdesk.  799 Reading Court Phone: (484) 266-8260  West Chester, Pennsylvania 19380-1719   samgraveno@comcast.net  District

Computer Technician Oxford Area School District - Oxford, PA 2005 to 2007    Installation and setup of a Cisco Catalyst 6509 Chassis and a Cisco Catalyst 4000 Chassis.     Installation and setup of Cisco 2950 and 3560 Switches and 3Com SuperStack II Switches.     Installation and setup of a Cisco Pix 500 Series Firewall and a Cisco FWSM Firewall.     Installation and setup of thirty-two Cisco Aironet 1200 Series Access Points with a Radius Server  and configured them using a CiscoWorks Wireless LAN Solution Engine.     Development of a Network Operations Center with dedicated AC and a Disaster Recovery Plan.     Setup and managed User Accounts, Password Resets, Roaming Profiles and Group Policies.     Migration of Active Directory from Windows 2000 Server to Windows Server 2003.     Migration from Microsoft Exchange 2000 Server and Microsoft Exchange Server 2003.      Managed Websense Internet Filtering, Symantec Bright-mail and Symantec Backup Exec.     Provided help desk services and assisted school staff with maintenance and use of technology.      Troubleshooting, diagnosing and correcting problems with computer hardware and software. Education Associates Degree in Specialized Business York Technical Institute - York, PA 2003 to 2005 High School Diploma Solanco High School - Quarryville, PA 1999 to 2003

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