

I.T. System Administrator I.T. System Administrator Jersey Shore, PA 20 plus years in Information Technology Superior communication skills Exceptional documentation skills Quickly learn specialized technology and programs Proficient with Microsoft Office Products Proven Team Player - working with multiple departments to reach a positive solution Excellent PC, Software and Networking Troubleshooting skills Adapts quickly to change Authorized to work in the US for any employer Work Experience I.T. System Administrator Alert1 - Williamsport, PA 2017 to Present Williamsport, Pa 2017 - Present Support ShoreTel phone system Support Data Network Support TV Display system Asset Management Helpdesk Workstation Analyst Senior Geisinger Health Systems - Danville, PA 2005 to 2017 Support a specific user base Support over 1300 devices, workstations, printers, scanners Asset Management Assist in budget planning On-Call 24/7 Troubleshoot onsite and remotely Work with Vendors to evaluate and integrate their products Ensure all devices are secure before touching the network Ensure all patching and Anti-virus files are up to date Assist with workflow logic Order hardware, software and peripherals Perform reloads and upgrades Device replacements (Desktops, Laptops, Printers) Printer maintenance, Installs & Upgrades Software OS upgrades (Upgrade all Desktops to Windows 7) Work with the Network team to configure TCP/IP Port security Converting Network shares to "My Network Places" Use of Imaging Utilities to reimage devices Network Security Analyst Geisinger Health Systems - Danville, PA 2005 to 2017 Network Security Monitor traffic flow in and out of the network Ensure Anti-virus is up to date Patch management Manage Encryption Manage Internet filtering and logging Manage Administrator access Utilize Active Directory for Software deployment and user access Manage Device Control Manage Endpoint Security Network\System Administrator ETA, Inc - Milton, PA 2002 to 2005 Data center for 13 banks Provide Internet & Email access Maintain and Monitor the Internet Web filtering Maintain the Anti-virus & Malware systems Order communication lines for new bank branches Order, Install and configure Cisco Routers, Switches and Firewalls Design, maintain and update network and server infrastructure Support & Troubleshoot end user issues Maintain the Active Directory Infrastructure Backups and Disaster Recovery Hardware\Software Support Specialist

G.E. Capital - Wyomissing, PA 1994 to 2002    Support various customers in a geographical area  
Order, Install and Troubleshoot Hardware & Software    Manage and prioritize a work order queue  
Adjunct Faculty Penn College - Williamsport, PA 2000 to 2001    Instruct building & construction  
students on various software packages    Instruction in Microsoft Office products    Instruction in  
Kitchen design    Instruction in Project Estimation Education Associate Degree in Computer  
Programming PennCo Technical Institute - Bristol, PA Skills Active directory, Cisco, Encryption,  
Network administration, Intrusion, Single sign on, Security, Voip, Microsoft office, Helpdesk, End  
user support, Intrusion detection, Pos, Pos system, Training, Inventory, System Admin, System  
Administrator

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