

Systems Administrator Systems Administrator Systems Administrator - IT Springfield Gardens, NY
Authorized to work in the US for any employer Work Experience Systems Administrator Plaza Auto
Mall - Brooklyn, NY March 2019 to Present 1. Create user log in credentials on a daily basis 2.
Organized a supplies logistics plan 3. Work in a team oriented environment College IT Assistant
CUNY Hostos Community College - Bronx, NY January 2017 to March 2019 Managed 100 students
in the computer lab daily. Created a one stop solution for helping users access import links. IT
Assistant KPSS, Long Island City September 2016 to January 2017 Maintained the computer
desktop systems daily. Designed a scheduling system for 20 security guards working for the
company. Education A.A.S. in Digital Arts Bronx Community College July 2015 Skills ACROBAT,
ADOBE ACROBAT, EXCEL, MICROSOFT OFFICE, POWERPOINT, Desktop Support, Tech
Support, Help Desk, Service Desk, MAC, Active Directory Additional Information Skills Microsoft
Office Suite (Word, Excel, PowerPoint) HTML & CSS Brackets (Code Editor) Photoshop CC
Premiere Pro CC Adobe Acrobat Reader Computer Hardware Troubleshooting IT Ticketing
systems Web Design

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