

Special Projects LAN Systems Special Projects LAN Systems Peculiar, MO IT Specialist with over 25 years of IT experience. The most recent 8+ years have been in Sharepoint Administration. Sharepoint 2010, and Sharepoint 2013 Subject Matter Expert, Sharepoint Online, Office 365 and highly familiar with a wide variety of third party, administration, networking, and operating system software.

Work Experience Special Projects LAN Systems National Association of Insurance Commissioners (NAIC) August 2010 to Present Manage the Sharepoint environment maintaining, performance, reliability, security and availability Managed the farm upgrade from Sharepoint 2010 to Sharepoint 2013 Working on planning the migration from Sharepoint 2013 to Sharepoint Online

- Designed and created an invoice routing system
- Designed and created a contract review system
- Designed and created an asset management system to manage servers, appliances, and other data center assets
- Designed and created numerous document repositories for various departments
- Wrote a Powershell script to migrate metadata from a legacy physical records management system into a Sharepoint Records Center that was integrated with Gimmal PIM
- Migrated Microsoft CMD contacts into a list in Sharepoint
- Install patches on Microsoft servers
- Assist in the maintenance of file shares in a clustered environment
- Assist in the maintenance of the Microsoft AD forest
- Assisted in the NAIC Records Management initiative as a member of the Records Management team

LAN Systems Manager 1 National Association of Insurance Commissioners (NAIC) July 2007 to August 2010 Managed LAN Team and Messaging Team Personnel

- Managed LAN Team and Messaging Team projects
- Microsoft Exchange administration
- Microsoft Server administration
- Microsoft AD administration and maintenance of domain controllers

LAN Systems Administrator LAN Systems July 2001 to July 2007 July 2001 - July 2007 Provided server maintenance and support, account creation, cluster services, file shares

- Migrated from Novell Netware Servers to Microsoft Servers
- Microsoft AD support and maintenance of domain controllers
- Managed PC software deployment
- Earned MCSE certification

Network Administrator Ernst and Young - Kansas City, MO September 1997 to July 2001 Administration of the Novell Netware network in the Kansas City office Administration of the phone system, including the switch configuration Provided end user customer support for network

and phones Earned CNA, and CNE certifications Education Sharepoint 2010 Site Development
JOHNSON COUNTY COMMUNITY COLLEGE - Overland Park, KS MS-20331 Core Solutions of
Microsoft Sharepoint Server 2013 NEW HORIZONS COMPUTER LEARNING CENTER - Overland
Park, KS MS-10174: Configuring and Managing Microsoft Sharepoint 2010 MS-10325: Automating
Administration with Windows Powershell 2.0 MS-5047: Introduction to Installing and Managing
Microsoft Exchange Server 2007 MS-2154: Implementing and Administering MS Windows 2000
Directory CENTRIQ TRAINING Skills SHAREPOINT - Sharepoint Server Enterprise 2010,
Sharepoint Designer 2010, Sharepoint Server Enterprise 2013, Sharepoint Designer 2013, Infopath,
Sharepoint Online (9 years), THIRD PARTY SOFTWARE: Nintex Workflow 2013, Nintex Forms
2013, KnowledgeLake Imaging, KnowledgeLake Capture, Gimmal Compliance Suite, Gimmal
Governance Hub, Gimmal PIM, Metalogix, Colligo (7 years), SCRIPTING - Microsoft Powershell (9
years), OPERATING SYSTEMS: Windows Server 2012, 2008, 2003, 2000; Windows 10, 8, 7, XP,
2000, 95, Windows for Workgroups; Novell Netware 5, 6 (10+ years) Assessments Verbal
Communication Expert August 2019 Speaking clearly, correctly, and concisely. Full results:
https://share.indeedassessments.com/share_assignment/bj6mrmno2kvdhap6 Customer Focus &
Orientation Highly Proficient August 2019 Responding to customer situations with sensitivity. Full
results: https://share.indeedassessments.com/share_assignment/s4qi6-gqgxik3n4f Indeed
Assessments provides skills tests that are not indicative of a license or certification, or continued
development in any professional field.

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