

Pricing Operation's Database Administrator Pricing Operation's Database Administrator Pricing Operation's Database Administrator - Eaton- Cooper Lighting Atlanta, GA Work Experience Pricing Operation's Database Administrator Eaton- Cooper Lighting - Peachtree City, GA November 2018 to Present Provide technical support for pricing operations. Essential Duties and Responsibilities include but are not limited to: Maintain integrity of applications software and databases through investigation and regular monitoring Analyze loading, databases, and analytical support Analyze user reporting needs and provides solutions using the most appropriate tools and processes Participate in the definition of requirements for acquiring, developing or enhancing application software Develop/maintain application documentation following standards Required experience with Microsoft Office Suite, pricing software and SQL Business Systems Analyst Intern Campus Enterprises- IT Department - Greensboro, NC January 2017 to May 2018 Assists IT managers by: Requesting IP addresses to the DHCP Mounting servers (i.e. video servers) Hardware installations Troubleshooting (i.e. unstable recorders on video servers) Expanding storage for IP surveillance systems using direct attached storage (DAS) Providing application management services (AMS) Managing security cameras Configure door access controllers Systems used: ? CS Gold, MySql ? Windows Server ? Qognify Consult IT managers to: Clarify program intent, identify problems, and suggest changes Prioritize needs, resolve conflicts, choose solutions Provide timely and efficient IT coordination of services to meet organization needs Desktop support Installation and troubleshoot for pc Understanding point of sale on university campus: Micros application software Database (DB) Server CS Gold Transaction Processor (TP) Server Accounting Administrative Assistant Campus Enterprises- IT Department - Greensboro, NC August 2013 to May 2018 Administrative Assistant Provided assistance to office accountants handling various tasks Data Entry ? Inputting functions/modifying spreadsheets * University commission check spreadsheets * Billing and sales reports Making copies, organizing, and filing Answering phone calls Customer service Handling money transactions and deposits Support office accountants and handled extra projects as needed Education Bachelor of Science in Management Information Systems in Management Information Systems North Carolina Agricultural and Technical

State University - Greensboro, NC May 2018 Skills Microsoft access (3 years), Microsoft excel (5 years), Microsoft visio (3 years), Mysql (1 year), DBA, testing, Microsoft Office Certifications/Licenses Lean Six Sigma Green Belt November 2017 to Present Ethical Leadership Certification April 2018 to Present PMP Certificate Preparation Course (Certification to follow Spring 2020) May 2018 Additional Information SKILLS AND SOFTWARE PROFICIENCIES R Programming MySQL Microsoft Visio Microsoft Word Microsoft Power Point Microsoft Excel Microsoft Access

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