James Lauren

IT MANAGER

CONTACT

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☎ 202-555-0120

📍 Chicago, Illinois, US

in linkedin.com/resumekraft

SKILLS

- Recruiting and training
- Team leadership
- Attention to detail
- Data analysis
- Issue resolution
- Problem-solving abilities
- Project management
- Systems analysis
- Excellent communication abilities
- Capacity for working in a team environment
- Leadership skills
- Managed projects
- Web solutions experience
- Technical and design abilities
- Web Development - PHP
- Office 365
- Visual Studio
- Moodle
- Sharepoint
- ERP
- CRM

LANGUAGES

English	■ ■ ■ ■ ■
French	■ ■ ■ ■ □
Arabic	■ ■ ■ □ □
German	■ ■ ■ □ □

EDUCATION

Matric
San Jose State University
Jan 2001 - Dec 2001

SUMMARY

As an energized IT professional working for over 10 years in providing turnaround management, performance improvement and corporate advisory services to companies, I am excited by the opportunity to be contributing my knowledge and skills into your organization.

My experience and skills in IT operations, solution architecture, assessment, strategy and development has been well honed due to working in the industry during its booming era. I have a proven record of providing leadership in the evaluation, selection and implementation of new information systems technologies and have been involved deeply in full scale implementation of core IT projects in the company. Specifically, I am well versed with Web Application Development, Citrix, Microsoft SCCM, Exchange, Active Directory amongst other strengths and have worked extensively with all.

My information technology acumen is in a league of its own. It would be a great pleasure to have a chance of personal meeting to discuss my accomplishments in detail.

EXPERIENCE

IT Manager
Institute For Quality *Sep 2017 - Present*
- Manage IT Team,
- Oversee and assist with development,
- Sharepoint development
- Office 365,
- Moodle Development and customization
- Manage Backups,
- Mobile application development
- Manage Helpdesk,
- Meet SLA,
- Report directly to Director,
- Manage network with IT Support team
- Assist with Computer Repairs and Trouble Shooting
- ERP Development and Manage,
- SIS Development and Manage,
- LMS Development and Manage
- Network setup,
- PABX
- Print Servers
- Budget Analysis

POS Coorinator(Project Manager)
Tsebo Group *May 2014 - Aug 2017*
- Setup of infrastructure,
- Monitor Servers,
- Office365
- Setup of client on AD,
- Monitor VPN and L2TP(MPLS)
- Telephone and on site support, Development,
- Project Planning,
- 3G Troubleshooting and setup