Mehmet Berkay Oruç
Resume

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Profile

Experienced IT professional with a strong background in system and network administration, virtualization, database management, and digital transformation projects across Prestij Software, Altek Metal, and Eren Raf. Proven expertise in infrastructure setup, Microsoft 365 migrations, ERP revamp, and IT security. Skilled in technical support, project coordination, and cross-department collaboration. Highly adaptable and continuously learning new technologies to improve business efficiency.

Experience

Eren Raf | Istanbul / Cerkezkoy   -Hybrid-
IT Specialist | 02/2024 - Present

• Redesigned the company's IT infrastructure from the ground up by implementing domain structure, server virtualization (VMware), firewall and physical server systems.

• Established both site-to-site and remote-access VPN solutions, connecting the Istanbul branch and enabling secure external access for employees.

• Managed the migration of the e-mail system from Yandex to Microsoft 365.

• Fully revamped ERP systems, optimizing business processes and increasing user efficiency.

• Deployed camera systems, IP telephony, QNAP NAS, and hardware upgrades, modernizing the overall infrastructure.

• Implemented vehicle tracking systems and ensured continuity through regular maintenance.

• Delivered daily IT operations and troubleshooting in line with SLA requirements.

• Revamped the company website, organized a corporate promotional film, managed social media updates, and designed corporate materials such as business cards and trade fair brochures.

Altek Metal | Tekirdag   -Hybrid-
IT Manager | 04/2023 - 01/2024

• Set up new servers and optimized existing configurations for better performance.

• Managed patching, security, and software updates to ensure secure and efficient operations.

• Monitored resource usage and carried out regular server maintenance.

• Performed regular backups and ensured secure storage.

• Coordinated with external vendors to support and develop the company website.

• Managed HelpDesk requests, prioritizing and resolving them effectively.

• Maintained hardware and software inventory; developed upgrade and replacement plans.

• Procured reliable and cost-effective IT equipment through market analysis.

• Installed and maintained office hardware including PCs, printers, and barcode devices.

• Planned and executed periodic server room maintenance.

• Provided staff training on new software and digital tools.

• Collaborated with other departments to meet IT needs and securely integrate systems.

Prestij Bilgi Sistemleri A.Ş. | Bursa   -Remote-
IT Specialist | 05/2021 - 04/2023

• Maintained full access control over all servers and hardware within the organization.

• Performed daily server update checks, ensuring consistent system security and stability.

• Monitored third-party software updates and kept systems up to date.

• Backed up all active servers and safeguarded data integrity.

• Delivered briefings and training sessions to teams on new software versions.

• Diagnosed and resolved hardware and software issues quickly and effectively.

• Reported unresolved software issues to vendors and tracked resolution progress.

• Provided remote support outside business hours and responded on-site when necessary.

• Installed PCs, printers, barcode readers, and other hardware; resolved related issues.

Kapaklı Municipality | Tekirdağ
Intern | 08/2020 - 09/2020

QR Yazılım | Konya
Intern Software Developer | 10/2018 - 08/2019

• Contributed to automation projects for fuel stations using Delphi and C#.

• Collaborated with the web development team, designing and maintaining websites for local businesses using PHP and WordPress.

• Delivered reference projects: qryazilim.com | afhrent.com

Skills

VMWare, Veeam, SQL Server, ISO 27001, ERP Systems, Jira, Cloud Computing, Project Management, Network Management, Helpdesk

Education

• Konya Technical University

Computer Programming | Graduation: 06/2020

• Atatürk University

Department of Graphic Arts | Ongoing

Languages

• English: B1

Certifications

• ISO27001:2022 Information Security Management System Internal Auditor