

David Kelley

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SUMMARY

Experienced systems administrator with 10+ years of expertise in system administration, networking, security, automation, cloud computing, and monitoring. Skilled in automating processes, implementing cloud solutions, and proactively identifying issues. Committed to staying up-to-date with emerging technologies and delivering exceptional results.

SKILLS

System Administration: Windows Server, Active Directory, Group Policy, VMware Vsphere, Linux

Networking: TCP/IP, DNS, DHCP, VPN, Cisco

Security: Fortinet, Vipre, Barracuda, DUO

Troubleshooting and Ticketing: Spiceworks

Automation: Powershell, Bash, Python, Ansible

Cloud Computing: AWS, Azure

Monitoring: WhatsUp Gold

Backup and Recovery: HPE Simplivity

EXPERIENCE

Systems Analyst

Town of Marshfield

May 2021 – Present, Marshfield, MA

- Installed, configured, and maintained over 50 servers and 200 workstations across the town network.
- Monitored system performance and ensured the availability and reliability of the system that includes over 40 layer 3 and layer 2 switches and over 50 wireless access points across town.
- Managed over 300 user accounts including permissions and access control for the domain, financial, and permitting applications and software.
- Troubleshooted and resolved technical issues related to hardware, software, and networking for the end users located throughout the town.
- Ensured security and compliance with organizational policies and industry standards using next generation firewalls and next generation endpoint detection and response tools.
- Performed routine maintenance tasks, such as patching and updating software and firmware.

Site Technology Administrator

Cardinal Cushing Centers (St. Coletta Day School)

January 2009 – March 2021, Braintree, MA

- Maintained and administered 50 computers within our school program. Managed up to 50 iPads within our school program using Mosyle Mobile Device Management (MDM) solutions.
- Developed and managed the computer lab within our program. Performed maintenance on the office equipment (printers, copiers, laminators, etc.) within the school environment. Assisted and solved all staff inquiries that involved audio/visual, password resets, hardware and software failure with staff and program computers.
- Educated the end user on proper computer usage. Provided training in office productivity applications such as Microsoft Office (Word, Excel, Powerpoint), Apple products (iPads and Mac OS), and Google products (Docs, Sheets, Slides).
- Created and maintained our remote learning program implemented during the COVID-19 pandemic (Google Classrooms). Trained staff, students, and parents on how to use applications such as Google Meet and Zoom for video conferencing.
- Assisted the IT department with networking issues that involve Wireless Access Points (WAP), MAC address filtering, switching, and routing.

CERTIFICATIONS

AWS Certified Solutions Architect – Associate

AWS • 2022

Provides a systems administrator with a solid understanding of cloud architecture, operations, cost optimization, troubleshooting, and performance optimization, which can enhance their skills and expertise in managing cloud-based infrastructure for their organization.

Security+

Comptia • 2021

Provides a strong foundation in security best practices, threat identification and mitigation, network security, compliance and regulations, security assessment and auditing, and security incident response.

Network+

Comptia • 2021

Provides a solid foundation in networking fundamentals, network troubleshooting, network design and implementation, network security, network management, and cloud and virtualization technologies.

A+

Comptia • 2020

Provides foundational knowledge and skills related to hardware and software troubleshooting, PC and mobile devices support, operating systems, networking fundamentals, security fundamentals, and IT operations and documentation

EDUCATION

Bachelor of Science in Physical Education

Minor in Psychology • Bridgewater State University • Bridgewater, MA • 2009