# **First Last**

# System Administrator

#### **WORK EXPERIENCE**

## Resume Worded, London, United Kingdom

Education technology startup with 50+ employees and \$100m+ annual revenue

# System Administrator

08/2021 - Present

- Patched firmware on 40+ devices company-wide, which helped increase security by 91%.
- Collaborated with 10+ staff members to reduce the budget from \$2.1M annually to \$500K by standardizing technical documentation in storage area network management.
- Improved end-user experience for billing information management using IVR systems, reducing 90% of human mistakes.
- Streamlined the data retrieval by applications, which reduced 43% of network traffic and boosted throughput by 33%.

# Polyhire, London, United Kingdom

NYSE-listed recruitment and employer branding company

# **Technology Architect**

10/2019 - 07/2021

- Provided cutting-edge technology to monitor the physical security of 40+ branch offices using wireless communication of automated sensors.
- Designed an enterprise fault-tolerant distributed multimedia database with 4200+ simultaneous users accessing at peak periods.
- Fixed flaws in software and achieved a 90% defect-free level in code without affecting the system architecture and with minimal manual testing.
- Developed an access control system for 20K users, providing security authentication for 10+ touchpoints with the network of Polyhire.

**Growthsi,** London, United Kingdom & Barcelona, Spain Career training and membership SaaS with 150,000 users

## **IT Support Engineer**

11/2018 - 09/2019

- Increased customer satisfaction to 4.5 of a 5-star rating by reducing average ticket time and overhauling the help desk.
- Repaired equipment in the IT department and upgraded the hardware and software for 29 other units company-wide.
- Installed Windows 11 on 30+ computers, which helped improve employee performance by 67% YoY.
- Reduced resolution time from 24 hours to ~20 minutes by designing software to fix customer complaints based on user error reports.

## **PREVIOUS EXPERIENCE**

**Digital Account Executive,** ABC Company, London, UK **System Admin,** XYZ Company, New York, USA **Vmware Administrator (Internship),** ABC, New York, USA

06/2017 - 10/2018

01/2016 - 05/2017

07/2014 - 12/2015

#### **CONTACT**

- · Chester, United Kingdom
- · +44 1234567890
- first.last@gmail.com

#### **SKILLS**

#### Hard Skills:

- Troubleshooting
- Networking
- Technical Support
- Cloud Computing
- Programming
- · Automation and Scripting

## Techniques:

- · System Administration
- Virtualization
- Group Policy

#### Tools and Software:

- Juniper
- Fortinet
- Checkpoint
- · Palo Alto

## Languages:

- · English (Native)
- · Romanian (Native)
- Spanish (Conversational)

## **EDUCATION**

University of New York Associate of Science Information Technology New York City, New York 10/2011 - 06/2014

## **OTHER**

- Microsoft Certified Solutions Expert (MCSE)
- VMware Certified Professional (VCP)