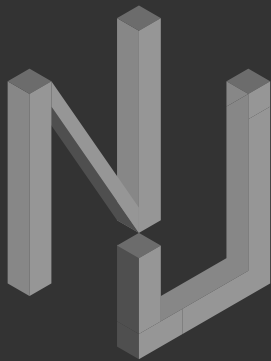




NODAR JMUKHADZE

IT DIRECTOR



Contacts

Date of Birth 12.06.1992
 Tbilisi, Gamrekeli street
 Nodo.itspec@gmail.com
 995 551 499 333

Professional Summary

Experienced IT professional with a history in all different areas of information technology. Master of computer science and operation from over a 6+ of working with and on computers. Developed communication, cooperation, and leadership skills from IT support career. Knowledge candidate ready to utilize 7+ years of experience in IT to excel in any position.

Key Skills

AREAS OF EXPERTISE

Project Management
Hardware engineer
Network designer
Telecommunications
Helpdesk Process
Web design
Graphic design
Backup & Recovery
OS system-level software
IT Troubleshooting
IT Policy

IT Skills

Microsoft Office Suit
Html
PHP
CSS
Photoshop
Illustrator
Adobe ID
PBX
Firewall
CRM
Virtualization VmWare
Windows
Linux OS
CCTV
Access system
Cloud NAS
Filmora

Soft Skills

Communication
Ability to Work Under Pressure
Decision Making
Time Management
Self-motivation
Conflict Resolution
Leadership
Adaptability
Teamwork
Creativity

Interests

Music
 Basketball
 Movies
 Drawing

Languages

Georgian ★★★★★
Russian ★★★★★☆
English ★★★★★☆

Education

Local school in Tyumen Russia	1998-2000
Tbilisi. First experimental school	2001-2010
Tbilisi. Georgian Technical University	2010-2013

IT Director - New Vision University/Hospital

June 2019 - Till today

Responsibilities:

- Oversee all technology operations (e.g. network security) and evaluate them according to established goals
- Analyze the business requirements of all departments to determine their technology needs
- Purchase efficient and cost effective technological equipment and software
- Coordinate IT technician and supervise computer scientists, technicians and other professionals to provide guidance
- Assist in building relationships with vendors and creating cost-efficient contracts
- Maintains quality service by enforcing quality and customer service standards; analyzing and resolving quality and customer service problems; identifying trends; recommending system improvements.
- Devise and establish IT policies and systems to support the implementation of strategies set by upper management- Review IT network information to gain insight into areas of potential improvement.

IT Manager - Innovato Corp

Dec 2017 - April 2019

Responsibilities:

- Contributes to team effort by accomplishing related results as needed.
- Review IT network information to gain insight into areas of potential improvement.
- Understand current and future business goals and ongoing IT issues to ensure business succes
- Develop innovative network troubleshooting methods that reduce downtime and lower repair costs
- Responsible for creating and administering disaster plans that will keep the company functional in the event of a crisis.
- Maintains quality service by enforcing quality and customer service standards; analyzing and resolving quality and

IT Project Manager - NextBrand Marketing

Sep 2015 - Dec 2017

Responsibilities:

- Supervise and direct IT personnel
- Develop a detailed project plan to monitor and track progress
- Establish and maintain relationships with third parties/vendors
- Test, evaluate, and make decisions about new technology for the business.
- Ensure that all projects are delivered on-time, within scope and within budget.
- Integrate information technologies into the company for optimal effectiveness.
- Participate in business-wide meetings to provide insight into technical requirements.
- Delegate project tasks based on junior staff members' individual strengths, skill sets and experience levels.

IT Support - Ultimatus Services

Feb 2014 - Sep 2015

Responsibilities:

- Testing new technology
- Setting up accounts for new users
- Repairing and replacing equipment as necessary
- Monitoring and maintaining computer systems and networks
- Responding in a timely manner to service issues and requests
- Providing technical support across the company (this may be in person , over the phone or Ticket system)