

Michael Ryan Respicio

+971 58-261-6158 | michaelryanrespicio@gmail.com | mickomcr.github.io/portfolio | Dubai, UAE

EXPERIENCE

Information Technology Engineer L2

September 2023 – Present

Create MSP Technology LLC

JLT, DXB

- Developed PowerShell scripts to automate tasks in Microsoft 365, Intune, and Exchange, improving efficiency and reducing manual effort
- Managed Windows Server updates and migrations to ensure system stability, security, and performance
- Maintain virtual host server and virtual machines using Hyper-V for backup and updates
- Handled and maintain Windows Server from version 2012 until version 2019 for backup and updates
- Maintain Hikvision and Ubiquiti CCTV to check playback, backup and updates
- Maintain Unifi controller to update network switch and access points and, to adopt new access points
- In-charge of coordination for on-going IT-related projects of the clients
- Assess and troubleshoot Microsoft 365 user issues for multiple clients
- Provided multiple improved How-to guides in our knowledge base for Microsoft 365 issues
- Support end users to their IT issues both through on-site and remote session
- Attend calls for customers' IT concerns and inquiries

Information Technology Support

June 2021 – Aug. 2023

Majestic City Retreat Hotel

Bur Dubai, DXB

- Implemented TicketDesk, a ticketing system for IT requests sent by all staff
- Assisted in upgrading the network switches and access points through network configuration of the entire Hotel
- Proposed an upgrade plan for the network infrastructure of Hotel
- In-charge of coordination with the account manager in Etisalat for internet escalation and requests
- Assess and troubleshoot computer problems brought by administration
- Maintain fingerprint access, ZKTeco device connected to Biostar 1, to add/remove users and backing up data
- Maintain network infrastructure for guest network
- Maintain upkeep of computers, printers, POS, and other IT devices in Hotel
- Maintain Google Workspace account for emails, storage and applications
- Proposed an upgrade plan for the network infrastructure of Hotel

Internship

Jan. 2018 – Mar 2018

Diwa Learning Systems Inc.

Makati, PH

- Provided maintenance for their web application
- Supported in the alpha testing of the VR System project implementation
- Gathered data inputs for VR System project implementation
- Conducted an immersed experiment of the VR style for testing

PROJECTS

Microsoft 365 Quick Action Script | *Powershell, Microsoft Graph, Exchange Online*

February 2025

- Developed a script to be used by IT team for Microsoft 365 tasks
- Focused on microsoft 365 and exchange modules such as reset password, enabling online archive etc.
- Gave a detailed how-to instruction on using the script

Client File Structure Revamp | *Active Directory, Teracopy*

Nov 2023 – Nov 2023

- Coordinated with point-of-contact to gather requirements for the project
- Created an action plan including users, security group and policies to create a timeline
- Implemented the file structure, updating the user group policy and assigning to all folders
- Moving all the files using teracopy to ensure the files not being lost
- Supported the follow-up request upon finishing the project

USG Database Management Systems | *Python, MySQL, Docker*

June 2018 – Aug. 2018

- Developed a detailed structure for database to include all organizations, items and users via mySQL
- Assisted in the front-end framework of the DBMS application

EDUCATION

De La Salle University

Bachelor of Arts in Computer Science, Major in Software Technology

Manila, PH

Aug. 2015 – Feb 2020

TECHNICAL SKILLS

Tenant: Microsoft 365, Google

Devices: Ubiquiti, Fortinet, Sonicwall, ZKTeco, Avaya

Applications: Synology NAS, Hyper-V, Avaya IP Telephony, Unifi, HikVision, Unifi, Opera, Micros

Programming Languages: Java, Python, C/C++, SQL (mySQL) HTML/CSS, R

Ticketing System: Autotask, ServiceNow, TicketDesk

Server: Windows