1. Managed use of various types of databases and configured, installed and upgraded new ones.
2. Wrote and maintained custom scripts to increase system efficiency and performance time.
3. Defined enterprise processes and best practices and tailored enterprise processes for applications.
4. Provided 2nd and 3rd level technical support and troubleshooting to internal and external clients.
5. Implemented network security equipment, including firewalls, two-factor authentication, and antivirus software for networks supporting [Number] users.
6. Participated in all phases of system development life cycle, from requirements analysis through system implementation.
7. Managed and monitored all installed systems for highest level of availability.
8. Resolved issues related to operational components for LAN, WAN and voice systems.
9. Designed and implemented system security and data assurance.
10. Installed, configured, tested and maintained operating systems, application software and system management tools.
11. Monitored and tested application performance to identify potential bottlenecks, develop solutions, and collaborate with developers on solution implementation.
12. Built and maintained network infrastructure consisting of Windows, Linux and virtual products.
13. Managed installation, upgrade and deployment projects and provided on-site direction for network engineers.
14. Oversaw development and maintenance of organization computer systems and intranet.
15. Worked closely with customers, internal staff and other stakeholders to determine planning, implementation and integration of system-oriented projects.
16. Carried out day-day-day duties accurately and efficiently.
17. Devoted special emphasis to punctuality and worked to maintain outstanding attendance record, consistently arriving to work ready to start immediately.
18. Improved [type] through consistent hard work and dedication to [project or department or task or customer].
19. Completed [task] to ensure compliance with relevant [type] regulations.
20. Prepared a variety of different written communications, reports and documents to ensure smooth operations.