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## Configuration Management Specialist Resume

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### Job Objective

Looking for full time work as a Configuration Management Specialist with the right company.

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### Summary of Qualifications:

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- Huge experience in documenting Configuration management plans, processes, and procedures
  - In-depth knowledge of Configuration management best practices, framework and methodology
  - Proficient in Serena Version Manager, TeamTrack, Business Mashups and MS Office suite
  - Skilled in developing and deploying improved CM practices
  - Excellent communication and interpersonal skills
  - Strong project management and organizational skills
  - Outstanding ability to convey technical information to a variety of audiences in meetings, presentations and briefings
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### Work Experience:

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Configuration Management Specialist, May 2006 – Present  
TYBRIN, Manchester, CT

- Monitored, maintained, and controlled hardware and software configurations in classified network environment.
- Identified and maintained inventory of items under configuration control.
- Prepared documentation describing the configuration state of each item under control.
- Conducted periodic configuration audits to verify that controlled items are configured in accordance with their documented state.
- Established and overseen change request and implementation procedures for controlled items.

Configuration Management Specialist, March 2003 – April 2006  
Lucid Technologies Inc. , Manchester, CT

- Developed, documented, executed and implemented configuration management and change control program.
  - Created and managed process documentation, policies and training manuals.
  - Addressed change order processing for systems equipment, hardware, software.
  - Performed quality assurance of tools and database testing.
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### Education:

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Bachelor's Degree in Information Systems Management, Michigan State University, East Lansing, MI

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