
INFORMATION TECHNOLOGY DIRECTOR RESUME

Summary:

An accomplished Information Technology Director with a history of progressively successful positions; has extensive experience with the developmental strategies of multi-users database administration systems; has an exceptional knowledge in applications, network security, ERP/CRM systems, Linux, Apache and Windows environments; excellent working attitude and is a reliable resource person when it comes to various IT developmental programs, open-source apps and processes; has the ability to motivate staff in the IT department to do well in their careers; recognized as professional leader and resource person; In addition to strong technical and analytical skills, he possess excellent interpersonal and communication skills.

Professional Experience:

Information Technology Director January 2007 – Present
Interpid Learning Solutions, Seattle, WA

Responsibilities:

- Managed human resources within the IT department in liaison with the human resource management department of the organization.
- Motivated the staff to perform well.
- Communicated with the client for service level agreements and ensured that they are annually met.
- Monitored network scrutiny and supervised the entire network system of the organization.

Technical Director May 2004 – December 2006
Touchstone Energy, Madison, GA

Responsibilities:

- Served as a technical expert representative across teams, clients, and the information technology industry.
- Promoted and coordinated technical knowledge harvesting within the organization.
- Identified reusable code required for our code library and ensured the high quality creation of the code.
- Managed multiple technical teams within budget and project schedule.
- Assisted in strategic sales efforts from a technical perspective.

IT Assistant Director February 1999 – May 2004
Graham Personnel Services, Greensboro, NC

Responsibilities:

- Managed human resources within the IT department in liaison with the human resource management department of the organization.
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- Communicated with the client for service level agreements and ensured that they are annually met.
- Monitored network scrutiny and supervised the entire network system of the organization.

Technical Director May 2004 – December 2006
Touchstone Energy, Madison, GA

Education:

Master of Science in Computer Information System
Stanford University, CA, 1999
Bachelor of Science in Computer and Information System
Stanford University, CA, 1997

Skills:

- Strong problem-solving and analytical skills
- Excellent time management skills
- Ability to work under pressure
- Knowledge in a variety of computer systems and technologies
- Knowledge in modifications of computer system
- Adept in running Windows Server 2003, Windows 95/98/2000/XP, Vista Lotus Domino, Red Hat Linux Operating Systems
- Knowledgeable in configuring network services including Cisco routers and switches for Leased Line connections (Point-to-Point, Frame Relay, Aggregate, MPLS, Interface VLAN, VLAN);

- Capable of setting up internal LAN, remote access, dialup, DSL, Leased Line, basic IPVPN, VoIP, DHCP, DNS, Samba, Mail, Proxy, Web, MySQL Server ,TCP/IP , Ethernet, Token Ring, Wireless Network
- Uses MS Office, VoIP, Unified Communications, Videoconferencing, Lotus SmartSuite, Adobe Photoshop, Macromedia Dreamweaver, Macromedia Flash MX applications
- Capable of running different language programs in Microsoft Visual C/C++, Visual Basic, HTML, PHP

Certifications:

Cisco Certified Network Associate, 2003

Asset Firewall and Security Management Trainee, 2001

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