
IT Administrator Resume

Job Objective

Looking for work as an IT Administrator in order to exercise my experience in the industry for your organization.

Highlights of Qualifications:

- Remarkable experience in Windows XP/7 and Window Server
 - Huge knowledge of automating Windows desktop builds
 - Deep knowledge of network, server and troubleshooting
 - Familiarity with troubleshooting PC
 - Amazing ability to multitask
 - Outstanding ability to exercise initiative
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Professional Experience:

IT Administrator
CBS Corporation, Ontario, CA
November 2007 – Present

- Imparted direct support for internal staff workstations.
- Supervised back office servers and SAN storage.
- Extended aid for email and Blackberry services.
- Handled IP phone system and managed documentation of hardware and software systems.
- Reviewed Microsoft Exchange and associated email services.

IT Administrator
Stryker, Ontario, CA
December 2003 – October 2007

- Executed IT Administrator duties and aided network administration.
 - Managed hardware and software products.
 - Aided maintaining continuity of service.
 - Coached users on network operations.
 - Imparted software and hardware technical support.
 - Maintained inventory tracking database.
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Education:

Bachelor's Degree in Information Technology
King's College, Charlotte, NC

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