
IT System Support Resume

Job Objective

Seeking a position as IT System Support in a reputed organization where I can utilize my knowledge and experience.

Summary of Qualifications:

- Remarkable experience in supporting system applications in an IT environment
 - Expertise in Internet applications such as web browsers and e-mail
 - Proficient with Microsoft Office applications, Outlook and Access. AS/400, MS Project, Visio and Help Desk call tracking systems
 - Familiarity with servers, routers, LANs, RAID, Routers & TCP/IP networking
 - Excellent teamwork and communication skills
 - Practical problem solving skills and solid trouble shooting skills
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Work Experience:

IT System Support, August 2005 – Present
Mint, Inc., Mount Kisco, NY

- Performed daily administrative server functions including back-up, recovery, disk space management, configuration, installation and up-gradation.
- Managed to provide backup support to the Senior System Administrator or the Help Desk Manager.
- Provided patch management and service pack installation for all servers.
- Created data backup and restored services on all servers.
- Administered termination and transfer after personnel action notices.
- Assisted users in resolving hardware and software problems.

IT System Support, May 2000 – July 2005
Flix Corporation, Mount Kisco, NY

- Administered troubleshoot and corrected network problems accurately.
 - Upgraded operating system and installed standard applications.
 - Ensured to maintain asset inventory database.
 - Managed to install, configure and maintain local and wide area network.
 - Assisted the customer in monitoring and troubleshooting hardware and software issues.
 - Maintained network security and VPN administration.
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Education:

Bachelor of Science in Computer Engineering, Arkansas Tech University, Arkansas, AR

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