

Throughout the years I have performed a variety of functions and assumed a number of titles, including but not limited to: **Computer Consultant, Network Consultant, Project Engineer, Lead Deskside Engineer Website Consultant and Web Developer.**

***Succeeded in acquiring and completing project tasks involving the following areas:***

**Systems Administration**

Responsible for the installation, configuration, (network protocols: TCP/IP, DNS, WINS, DHCP) and support of:

- ◆ Windows XP Workstation and Server
- ◆ Windows 2000 Workstation and Server
- ◆ NT 4.0 Server and Workstation platforms
- ◆ Microsoft Windows 98
- ◆ Microsoft Windows 95
- ◆ Microsoft Windows 3.11 for Workgroups
- ◆ Microsoft Windows 3.1
- ◆ RAS install/configuration/troubleshooting
- ◆ Data Recovery

Initiated and monitored systematic file backup of Division LAN consisting of Microsoft Windows NT and Novell NetWare servers. Insured successful completion of LAN backup services and off-site archival using *Seagate Backup or Cheyenne Arcserve* backup software. Organized and implemented system performance monitoring techniques for NT and NDS platforms.

**LAN Administration**

Configured and supported PC systems and peripheral hardware including:

- ◆ Digital scanners/copiers (HP and Canon)
- ◆ Printers (HP and Epson)
- ◆ High-speed modems (Hayes)
- ◆ Ethernet/Token Ring LAN products (Cisco, 3Com, Intel and other vendors)
- ◆ Computers – Compaq, Dell, HP and other vendors (Intel Pentium class)
- ◆ Computer peripherals (motherboards, hard drives, cdroms, monitors etc.)
- ◆ Constructed and tested Ethernet and Token Ring cable plant for Division offices

**There's more...**

Responsible for the installation, configuration and support of software products including but not limited to:

- ◆ MS Office 97, 2000 and XP
- ◆ Internet Explorer (various versions)
- ◆ Netscape (various versions)
- ◆ Norton, McAfee and Trend Antivirus (various versions)
- ◆ Outlook 98, 2000
- ◆ Exchange v 5.0 and 6.5 (client/server)
- ◆ Outlook 97, 98 and 2000
- ◆ SQL Server 6.5 and 7 (client/server)
- ◆ DOCSSOpen 3.7.2+ (client/server)
- ◆ Crystal Reports (various versions)
- ◆ A variety of **many other applications** on Windows 3.1/3.11/95/98, NT 4, 2000, XP platforms

### **Telephone System**

Responsible for the installation, configuration and support of:

- ◆ Televantage 2.1 and 3 (client/server)

### **Web Development**

Designed and delivered 3<sup>rd</sup> generation graphical web pages for Electronic and Web Commerce applications. Web pages incorporated the use of digital imaging, sound recording and playback and electronic forms for presentation of high quality, easily maintained commercial web sites. Applications used included:

- ◆ SoftQuad HotMetal Pro 2, 3 and 4
- ◆ Microsoft FrontPage 97, 98
- ◆ Microsoft IIS v 2, and 3
- ◆ Visual Studio v 5, and 6
- ◆ Adobe PhotoShop v 3, thru 7
- ◆ Dreamweaver 6MX
- ◆ XSite Pro 1.xx

### **Marketing and Engineering Research**

Conducted ordered search and retrieval of competitive product information presented on the World Wide Web for Marketing and Research & Development groups. Researched and presented to consulting principals detailed competitive product literature on computer systems, peripherals, LAN/WAN and applications software.

### **Certifications:**

- ◆ A+ Certification
- ◆ Microsoft Certified Professional – Installing, Configuring Windows XP Professional
- ◆ IBM Laptop
- ◆ IBM Desktop
- ◆ Certificate of Excellence, **CompuCom**
- ◆ HP/Compaq Workstation
- ◆ HP/Compaq Laptop

***References available on request***