Looking for a position in it field in a dynamic working environment - resume cv e...

Technology, Information Technology

nExtract of sample " Looking for a Position in IT Field in a Dynamic Working Environment" n

nCOMPUTER & OTHER SKILLS n

nGood at generic, common Office software applications (Word, Excel, PowerPoint, Access) n

nGood at basic computer Hardware and software skills. n

nEnglish and Arabic Keyboarding: Typing speed in both: 35WPM n

nPunctual, loyal, trustworthy, Independent, and reliable. n

nVery ambitious and work hard to attain my goals. n

nVery good operating knowledge of Windows 95/98/2000/XP n

nVery good with Microsoft Office 97/2000/2003/2007/ XP n

nExtremely fast learner and grasp concepts immediately n

nExtremely adept at organizing and keeping tasks/logs/daily performance results. n

nUnderstand how systems work and how to improve and fix them n

nProfessional Accomplishments n

nPC Support n

nResponsible for troubleshooting problems (hardware, software, network, etc) n

nConfiguration of PCs, Servers, Scanners, LaserJet, Epson printers, Xerox printers. n

nResponsible for system support n

nProvide Remote Desktop support for outside branches. n

nProvide Zayed Port software support. n

nTaking care of shifting departments and offices from A to Z with

troubleshooting any failures. n

nHelp Desk Analyst n

nResponsible for answering calls from Zayed Port employees and solve their problems by accessing their PCs remotely using LANDesk, Configuration Manager Consol software or by guiding them step by step what to do to solve the problem If it's not accessed remotely. n

nGood knowledge of the administrators works using Active Directory© (Creating new users on the domain, giving access to certain servers & give user rights, privileges depending on each employee's work & create groups to join users to it). n

nI am a 24-hour call to troubleshoot any PC, network and server failures. n

nFamiliar with Routers system (installation and troubleshooting in case of any hardware problem and simple faults of the software). n

nExchange 2003 with Windows Server 2003 Active Directory n

nNetwork Support n

nResponsible for patching network cables from the floor box to the PC and from the patch panel to the switch in the communication cabinet, with testing the connection and troubleshoot problems happened because of network failure. Did an excellent job offering system support. n

nCERTIFICATIONS n

nTest of English as a Foreign Language (TOEFL), Internet test score 105 n

nInternational English Language Testing System (IELTS band 4. 5) n

nInternational Computer Driving License (ICDL) Certification n

nCCNA 1, 2 Networking, Router, and Routing Basics n

nWORK EXPERIENCE n

nMar 2001 – to present Zayed Port, Abu Dhabi, UAE n

nLANGUAGES n

nArabic: Excellent, Mother Tongue. n

nEnglish: V. Good

nMar 2001 – to present Zayed Port, Abu Dhabi, UAE n