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MISSION VIEJO CA 92691

Russell S. Jones

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Education

ITT Technical Institute
Sylmar, CA

2003-2005
Bachelor of Data Communications Degree – Data Communication Systems Technology

2001-2003
Associate of Applied Science Degree – Computer Networking Systems Technology

Technical Skills

Advanced knowledge of network routing technologies
- TCP/IP
- DNS
- WINS
- Management of NT/AD domains

Operating System Experience
- MS Windows Server 2003-2010
- Windows 7 and 8

Software Experience
- MS Office 2010/2003/XP
- Access 2010/2003/XP
- Access 2010/2003/XP
- Outlook 2010/98
- Visio
- Power Point
- MSIE
- FTP
- MS FrontPage
- Dreamweaver
- Symantec Suite AntiVirus
- Photoshop CS

Profile

I am a dynamic manager and leader with over 10 years of experience in IT operations, maintaining and improving systems while building and nurturing high-performance support teams for diverse organizations.

I am reputable for delivering high-impact, user-friendly solutions for complex issues while gathering support for change through confident and strategic planning. I am passionate about expertly combining critical thinking, training and communication skills in my career.

Experience

IT Technician   01/12 - present
Advanced Tek Solutions (Contractor)   Lake Forest, CA
- Helped rebuild an IT lab area and aid in desktop deployment
- Contract renewed past original contract date because of extremely positive results and to aid in additional company reorganization
- Function as a full IT technician while on-site.
- Aided in new Server 2008 R2 server deployment, desktop imaging and redeployment
- Managed a full ticketing and client response system.
- Worked with over a dozen clients, totaling 30 servers and 250 client machines.

IT Manager   05/08 - 07/10
Surfaces U.S.A.   North Hollywood, CA
- Purchased, maintained and repaired computers for 7 offices, 40+ employees and 7 servers daily
- Implemented an area-wide networking inventory system
- Provided support from software to hardware to cubicle furniture and layout
- Combined 6 websites into one existing website

Lead IT Support Tech   04/05 - 05/08
Suncal Companies   Irvine, CA
- Configured, installed and administered network infrastructure and telecommunication systems that supported staff of 350 personnel
- Established new IT policies
- Fulfilled leading role responsibilities including the addition and changes to user desktops and e-mail accounts
- Installed and configured servers, facilitating backup and restoration
- Monitored, configured and maintained over 75 printers

College Work Study   2004-2005
ITT Technical Institute   Sylmar, CA
- Repaired and maintained ITT Tech's network, consisting of 4 servers and 150 computers

Plane Captain/Aviation Ordnance Man   1992-1999
USS Nimitz, United States Navy   Oak Harbor, WA
- Performed maintenance of EA6B attack aircraft
- Conducted pre/post flight inspections.

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Chao Zhang

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consumer guide integrates shopping suggestions and handy user tips as it describes and rates dozens of digital electronic products including cell phones digital cameras televisions computers and home theater products   **CD-ROMs in Print** ,2003   **The On-line Job Search Companion** James C. Gonyea,1995 Boot up log on and find work This accessible guide to job hunting and career building the electronic way tells job seekers everything they need to know about hardware software on line services and related technologies that can connect them instantly to thousands of employers and job bank databases

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