

Russell S. Jones

RUSSJONESit@gmail.com

(949) 463-9078

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

Advanced Tek Solutions (Contractor)

01/12 - present
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

Surfaces U.S.A.

05/08 - 07/10
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

Suncal Companies

04/05 - 05/08
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

ITT Technical Institute

2004-2005
Sylmar, CA

- Repaired and maintained ITT Tech's network, consisting of 4 servers and 150 computers

Plane Captain/Aviation Ordnance Man

USS Nimitz, United States Navy

1992-1999
Oak Harbor, WA

- Performed maintenance of EA6B attack aircraft
- Conducted pre/post flight inspections.

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