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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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