

James Smith

Brooklyn, New York | (781) 854-6165 | James@jamesksmith.com

Skills & Abilities

System Admin - Setup & administration of corporate IT systems. Windows domain environment management utilizing active directory & group policy . Extensive experience with Linux administration. Virtual environment administration with VMware vSphere (ESXi) & Microsoft HyperV. Powershell, Bash, & Python scripting experience.

Network Admin - Knowledgeable of underlying network technologies, including the TCP/IP stack, DNS, DHCP, VPN, FTP, VLAN, Firewalls, WLAN, & IP Tables. Experience using Linux & Windows Network utilities. Have used Cisco Meraki, Ubiquity & Aruba network equipment & cloud platforms in production environments. Experience with domain management & related technologies.

Cloud Platforms - Setup & administration of AWS & Microsoft Azure cloud platforms. Experience using cloud tools including Kubernetes, Docker, Ansible, Git, Terraform & Prometheus for continual deployment & uptime.

Project Management - Have participated or led several large IT projects, including deployment of Cisco Meraki networking equipment, server migrations, & setup of IT infrastructure at new company locations.

Other Applications - Additional experience with Microsoft O365, Google Workspace, Okta, remote access tools, VOIP, Mobile Device Management, VeriFone\Clover\Ingenico payment devices, & IP camera management.

Experience

IT SERVICES FOR SMALL BUSINESSES (SEPT 2022 – PRESENT)

Provided freelance IT services for a variety of small businesses.

- Deployment of on premise networking, workstation, & server solutions.
- Setup and management of Google Workspace & Microsoft O365 environments.
- Deployment of payment processing & accounting solutions.
- Setup and administration of various cloud based solutions to suit customers business needs.

IT SPECIALIST, COREWEAVE (MAR 2022 – JULY 2022)

First In house IT Hire coordinating the build out IT infrastructure and on-boarding process for company expansion.

- Managed employees virtual work environments on companies cloud infrastructure.
- Deployed MDM/CrowdStrike to manage & secure employee devices.
- Created internal IT procedures & documentation
- Managed Okta SSO & administered all services used by employees.

SYSTEM ADMINISTRATION & SUPPORT, COOKIES DEPT. STORES (JAN 2018 – DEC 2021)

Second in-house IT hire supporting the Director of IT manage & improve existing infrastructure for 5 large retail stores, corporate office, & establishment of eCommerce fulfillment center.

- Managed over 200 Windows workstations & POS systems, over 15 Windows servers, & several Linux servers & devices.
- Helped plan & implement replacement of all servers & network infrastructure to a modern, virtualized environment.
- Created Active Directory structure & group policy objects for centralized management of Windows domain.
- Helped maintain SQL databases distributed across 6 servers with local redundancy critical to retail operations.
- Management of internal networks spanning 7 physical locations, employing 4G rollover for guaranteed uptime.
- Migrated email systems from local servers to Microsoft O365 with no downtime for employees.
- Mobile device management for approximately 75 Android devices used in warehouse & store operations.
- Supported on-premise call center using VOIP, Zendesk & other technologies.

IT TECHNICIAN & QUALITY CONTROL, SOURCE AUDIO LLC (2014 – 2018)

Education

FORDHAM UNIVERSITY, NEW YORK, COMPUTER SCIENCE & MATH

Attended from 2011-2014, most coursework taught using C++. Courses I have taken: Data Structures, Databases Systems, Computer Organization, Data Mining, Internet & Web Programming. Additional coursework in business & economics.