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H A S S A N   K H A I R A L L A H   I D R I S S

System Administrator

CAREER OBJECTIVES

Providing quality solutions to complex business problems and delivering I.T. business systems, Infrastructure and testing of new systems and services within scope, schedules and tight SLA agreements. Extensive LAN/ Hardware/Software experience. Now looking forward to the next stage in my career or in a similar position that offers opportunity for progression where my skills as well as my knowledge base can be employed and developed.

EDUCATION

Arab Open University   **Beirut, Lebanon**
Bachelor of Information Technology and Computing   *2008 - 2013*
Master in Information Security and Forensics Track   *2015 - still*

TRAINING AND CERTIFICATIONS

- Microsoft MCSA Certification at *IT Grammar institute*
- Cisco CCNA Certification at *IT Grammar institute*

PROFESSIONAL EXPERIENCE

ALCS "Supporting AUDI Bank"   **Beirut, Lebanon**
                                                             2015 - Current

System Admin

Duties:
- Assisted users with policies and procedures for setting up conference calls, new accounts, web/network presentations and voice mail.
- Supervised and troubleshot the issues during the installation and assigned tasks based user rights on specified systems.
- Prepared necessary documents for clients and IT helpdesk on use and basic troubleshooting.
- Identified and resolved application and network conflict issues arising at client office.
- Coordinate with different vendors to insure service operation continuity

LibanPost   **Beirut, Lebanon**
                                                                            2013 - 2015

IT Support

Duties
- Problem-solved issues with PC clients, Server hardware/software
- Solutions design, planning and implementation.
- Planning and assisting in support and installations.
- Assisted users with policies and procedures for setting up conference calls, new accounts, web/network presentations and voice mail
- Support as necessary on a 24-7 basis to limit system down time during internal or external outages and peak enrollment periods
- Identify, isolate and repair computer equipment showing wear and tear as well as during preventative maintenance routines

Bit Solution   **Beirut, Lebanon**
                                                                            2011 - 2013

IT Admin and Support

Duties
- Responsible for effective provisioning, installation/configuration, operation, and maintenance of systems hardware and software and related infrastructure.
- Perform daily system monitoring, verifying the integrity and availability of all hardware, server resources, systems and key processes, reviewing system and application logs, and verifying completion of scheduled jobs. Maintain data center environmental and monitoring equipment.
- Perform daily backup operations, ensuring all required file systems and system data are successfully backed up to the appropriate media, recovery tapes or disks are created, and media is recycled and sent off site as necessary.

SKILLS

Windows skills
- Installing and Configuring Windows Server 2012, 2008.
- Installing, configuring and maintain active directory.
- Configuring Advanced Windows Server 2012 Services
- Installing, configuring DNS server and DHCP server
- Installing and managing Hyper-V server
- Managing multiple Virtual machines
- Install, configure and maintain windows core servers

Cisco Skills

- Configure and maintain CISCO router and switches
- Install and troubleshoot Cisco network infrastructure
- Troubleshot issues relating to all network related problems.
- Performed server, desktop, and network Installations and configurations
- Monitor and troubleshoot performance of the network

General Skills

- Very strong skills in analyzing, planning and implementing security and enterprise systems.
- Proven experience in setting up, maintenance and troubleshooting of LAN, WAN and System Management products.
- Excellent problem solving and analytical skills.
- High Quality presentation skills
- Ability to work under pressure and meet strict deadlines
- Outstanding written and verbal communication skills.
- Strong interpersonal communication skills.
- Excellent time management skills.
- Demonstrated proficiency with operating system
- Fluent in spoken and written Arabic and English

PERSONAL INFORMATION

Name: Hasan Khairallah Idriss
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Gender: Male
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