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| House | [Address] | Speaker Phone | [Phone Number] | Envelope | [Email Address] |

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| **[Name]**IT Manager**SUMMARY**Proactive IT manager with 6+ years’ experience overseeing computing functions for both IT and financial companies. Seeking to bring IT, project management, and leadership skills to bear on developing AxonTap’s IT infrastructure. At Ashley Insurance, led 10+ infrastructure builds in new facilities and improved staff utilization by 17%. |

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| **EDUCATION****BS in Information Science and Data Analytics,** San Jose State University2011–2015Pursued a passion for computer science coursework.Maintained a 3.85 GPA. |  | **PROFESSIONAL EXPERIENCE****IT Manager**Ashley Insurance, San Jose, CAMarch 2017–present* Hired, trained, and developed a team of seven IT professionals.
* Led 10+ infrastructure builds in new facilities, including two new server rooms.
* Oversaw the management of equipment and parts inventories worth $3,000,000+.
* Improved staff utilization by 17% through project assignments, training, and load balancing.

**IT Program Manager**Pat Shots LLC, San Jose, CAApril 2015–February 2017* Managed up to eight projects simultaneously while maintaining high customer service standards.
* Maintained dynamic roadmaps to increase agility by 10%, deliver 15% more value, and drive innovation 5% faster.
* Managed and optimized the flow of critical path MVP features by 5–20%.
* Provided bi-weekly recommendations and advice to senior management on IT solutions critical to organizational functions.
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| **SOFTWARE*** Citrix
* Docker
* GitHub
* Red Hat Enterprise Linux
* MySQL
* SAP
* Oracle Taleo
* Atlassian JIRA
* BASH

**KEY SKILLS** * Software development
* Enterprise resource planning
* Disaster recovery planning
* Vendor management
* Management skills
* Time management
* Leadership skills
* Coordination
* Communication
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