

Benedict A Seitz III

1819 5th Ave
Helena, MT 59601
(406) 781-0481
seitz.ben@gmail.com

Career Objective

To manage an IT infrastructure effectively and efficiently, focusing on service to the network's users and developing innovative solutions.

Education

Carroll College, Helena MT
Computer Science w/ Concentration in Networking
Graduated: May 2009

Relevant Experience

- ◆ **Network Technician**, The University of Great Falls, Great Falls, MT, October 2005-March 2006.
 - ◆ Duties included:
 - ◆ Assisting Network Administrators in basic maintenance, upgrading, troubleshooting, repair, and installation of university computers
 - ◆ Documenting campus computers and their individual specifications in order to create a campus database of computers
 - ◆ Management of a Windows Server 2000 domain controller and file storage server
 - ◆ Answering the technical support phone line and assisting staff with computer/network issues
 - ◆ Managing user profiles in Active Directory
 - ◆ Implementing Panda Antivirus from the server to university computers
 - ◆ Joining computers to university domain
- ◆ **Computer Technician**, Belt Valley Computers, Belt, MT, March 2006-May 2006.
 - ◆ Duties included:
 - ◆ Maintaining, upgrading, troubleshooting, repair, data restoration, and installation of customer computers
 - ◆ Attending to house calls when necessary
 - ◆ Professional consultation with customers
 - ◆ Managing invoices and customer balances
 - ◆ Operating Windows Server 2003 Small Business Edition
 - ◆ Maintaining work logs of current project
- ◆ **Network Administrator**, Rocky Mountain Development Council, Helena, MT, July 2007 - March 2009
 - ◆ Duties include:
 - ◆ Providing desktop, software, printer, and network support for 200+ users both on and off site
 - ◆ Responding to technical support requests
 - ◆ Maintaining a Windows server network environment with the following:

- ◆ Server 2003 Domain Controller
- ◆ Active Directory
- ◆ Exchange Server 2003
- ◆ Terminal Services
- ◆ VMWare ESXI
- ◆ Cisco 2900 Class switches
- ◆ Barracuda Spam Server
- ◆ Coordinating software and computer purchases for the organization
- ◆ Maintaining and updating the organization's website: www.rmdc.net
- ◆ Monitoring data backups and ensuring backup integrity
- ◆ Providing consultation to program managers concerning IT solutions
- ◆ Training employees in regard to new technologies and procedures
- ◆ Maintaining and expanding the LAN,WAN, and multiple VPN's
- ◆ Updating and maintaining an IT computer inventory
- ◆ Managing software licensing for Microsoft & Adobe products

Skills

- ◆ Advanced PC troubleshooting, repair, maintenance, upgrading, installation, and configuration
- ◆ Experience in advanced installation, configuration, and maintenance of Microsoft Windows 2000,XP and Server 2000/2003 operating systems
- ◆ Manipulating objects in Active Directory
- ◆ Configuring file sharing, drive sharing, print sharing, and sharing of other network resources
- ◆ Maintaining virtual servers on VMWare ESXI
- ◆ Ability to perform CCNA level configuration of Cisco devices
- ◆ Education in network security concepts
- ◆ Intermediate experience in HTML/XHTML and CSS

References

Donny Reichert
 Vice President
 Information Technology Core
 (406) 495-2673 ext 1057
donny@infotechcore.com

Dave Marshall
 Associate Professor of Computer Science
 Carroll College
 (406) 447-4458
dmarshall@carroll.edu

Jeff Miller
 Director of Community Development
 Rocky Mountain Development Council
 (406) 442-1236 ext 101
jmiller@rmdc.net

Phil Rose
 Professor of Math and Computer Science
 Carroll College
 (406) 447-4456
prose@carroll.edu