

## Business | IT | Internet Marketer | Web Developer | Photographer

**Skills**

Well organized, goal focused, results driven, detail oriented, extremely confident and optimistic, manage time effectively, trilingual. Work well individually and in a team with excellent written and verbal communication. Can freely connect with any individual, no matter what age or their background.

Worked with Cisco, Juniper Routers, Switches, Dell PowerEdge Servers, Windows Servers, AD, IIS, Firewalls, NAS, VMware, Hyper-V, Various MFP Printer setups, GPO Management. Configured Outlook and other email clients via Exchange, POP, IMAP, and SMTP. Understand TCP/IP, DNS, DHCP, typical network topologies, with internet connectivity troubleshooting abilities and knowledge of wireless networking technologies. Have a solid understanding of data backup and recovery practices. Knowledge of Apple products (iMacs, MacBook's, iPhones, etc.) and Operating Systems (Mac OS, Windows OS, iOS, Android)

### Experience - IT

**IT Consultant & Web Developer, Naranjo Designs; Troy MI | Dec, 2018 - Current**  
Developed various websites for clients like [Fontenotservices.com](http://Fontenotservices.com) Setup a Dell PowerEdge R710 server with 128 GB of RAM and 10TB of storage in a RAID 5 redundancy configuration. Installed a locally hosted FreeNAS to utilize the hardware and storage, setup various storage pools and share folders for Owners, Admins and Design personnel with individual login credentials and access to appropriate shares. Continuously monitor and support any network and server issues, while assisting everyone at the company with NAS and file sharing management.

**Technology Administrator, Auxiom (MSP); Rochester MI | Jul, 2018 - Dec, 2018**  
At Auxiom I assisted with a variety of IT needs. From keeping client networks running smoothly to backing up vital information. Monitored over 35 clients / business' networks to make sure firewalls are being updated daily and configured accordingly to prevent a cyber breach from cyber-attacks. Conducted monthly technology audits on all businesses we supported - checking over 150 various network checkpoints of the audit.

As a Technology Administrator, I was responsible for providing support to clients, both remotely and on-site (Macomb, Oakland, and Wayne). Implemented IT infrastructure technologies, while assisting less-experienced members of the Managed Services support team. Was involved with various network infrastructures (firewall and VPN troubleshooting, server and workstation connectivity issues, etc.), System Monitoring (Server, Desktop, and Networking), Windows Servers (IIS, Exchange, Active Directory, VMware, etc.) backup and restore work, as well as PC, Mac and MFP printer support.

**IT Support, Pigalle Salon & MedSpa; Southfield MI | 2006 - June, 2018**  
Installed Windows OS on custom built PCs, upgraded memory (RAM) and hard drives to SSD to increase speed and performance for business' needs.

Set up a 9U server rack with backup power for a small/medium business network with a 24 port POE Cisco Switch to host 4 desktops, 2 printers, 12 VoIP POE Polycom phones, video

surveillance, audio streaming, security alarm, along with a NAS - Network Attached Storage for local backups and centrally located Ubiquiti POE Access Point for Wireless WiFi needs of Admin, Staff and Guest networks.

Set up a locally hosted FreePBX VoIP phone system for 12 phones to accept incoming and make outgoing phone calls through a SIP trunk provider with HD sound quality, call history, and voicemail for each extension. (Converted from a traditional Panasonic phone system with RJ11 phone connections to RJ45 full gigabit network connections on all devices.)  
Set up daily and weekly Backups for important documents, windows files and main database files to be backed up to a local Synology NAS device on a RAID - 1 redundancy configuration.

#### Experience - Business

##### **Manager & Marketer, Pigalle Salon & MedSpa; Southfield MI | 2006 - June, 2018**

Designed and printed business cards, brochures, flyers, special promotions, sent out email campaigns, set up PPC (Pay-per-Click) campaigns, managed social media channels, set up and managed company website through Wordpress CMS (Content Management System): [www.PigalleSalon.com](http://www.PigalleSalon.com) while optimizing various web pages for SEO, Analytics, Call and ROI Tracking.

For managerial part of the business I've developed company manual, values, vision, mission statements, employee agreements - all with a help of consulting coaches and legal attorneys.

Achieved company's financial goals, held monthly team meetings, daily huddles, scoreboards to keep everybody on track, while effectively delegating other responsibilities. Took care of hiring and letting go of employees. Held quarterly performance reviews with all employees.

##### **Internet Marketing Consultant; BITCO | Business IT Company, Detroit MI | 2011 - 2015**

Helped optimize the company website's SEO, content and marketing strategies, while also developing and optimizing some of their client websites like [www.motorcitylimousine.com](http://www.motorcitylimousine.com)

##### **Photographer; [www.IvanThePhotographer.com](http://www.IvanThePhotographer.com), Metro Detroit, MI | 2010 - Present**

Performed wedding, engagement and business photography for various clients using a Canon 7D DSLR camera with various on and off camera lighting techniques.

#### Education

Oakland Community College; Auburn Hills, MI - Cisco & Microsoft Certification Courses, 2018  
Full Sail University; Wicker Park, FL – Internet Marketing BS, 2012

#### Software

Mac, Windows OS, Android, iOS, Office 365, Outlook, Adobe Photoshop, Illustrator, Lightroom, MailChimp, Google Analytics, Wordpress CMS, HTML5, CSS, JavaScript, Python

#### Languages

English, Russian, German

#### References

Available upon request