Frank Gimmi, *MCSE, MCITP, A+*

Phone:(516) 495-6570
E-mail: frankgimmi@frankgimmi.com

MISSION STATEMENT

A **Microsoft Certified IT Professional** seeks a challenging position in Management of Computer Network Administration involving Microsoft Windows Server

---

CERTIFICATIONS ACHIEVED

- **Microsoft Certified IT Professional**
  - **Enterprise Desktop Administrator on Windows 7**
- **Microsoft Certified Technology Specialist**
- **Microsoft Certified Systems Engineer**
- **Microsoft Certified Professional**
- **CompTIA A+**

EMPLOYMENT HISTORY

January 2012 to February 2012

BMB Consulting, LLC., North Babylon, NY
Network Field Engineer
- Install and troubleshoot a variety of MS Windows Servers, Desktops and Networks remotely and onsite assigned in the Autotask trouble ticketing system
- Network Installation and Configuration including Cabling, Switches, Routers, and Firewalls

June 2011 to January 2012

Cloudless Logic, Inc., Deer Park, NY
Network Field Engineer
- Install and troubleshoot a variety of MS Windows Servers, Desktops and Networks at multiple sites
- Install and troubleshoot MS Exchange Servers with MS Outlook 2003/2007 clients
- Network Installation and Configuration including Cabling, Switches, Routers, and Firewalls
- Hewlett Packard LaserJet printer maintenance and repair

August 2009 to December 2009

Best Bargain Books, Inc., East Patchogue, NY
Desktop Support Analyst
- Administrate and troubleshoot MS Windows Small Business Server 2003 network with MS Windows XP/Vista clients
- Administrate and troubleshoot MS Exchange Server 2003 site with MS Outlook 2003/2007 clients
- Maintenance of Security Camera System with DVR Recorder in warehouse and store locations
- Administration of Antivirus and Spyware protection using Symantec Endpoint Protection
- Purchasing of all company Computer Equipment and Maintenance Service Contract Renewals
- Purchasing of all Software Applications, Maintenance Contract Renewals and Ensuring Proper Licensing for each Computer System
- Administrate and Troubleshoot VMWare Servers
- Administrate and Support Blackberry Enterprise Server and Blackberry Devices

March 1999 to March 2009

D. P. Murphy Co., Inc., Deer Park, NY
IT Department Manager and Network Administrator
- Administrate and troubleshoot MS Windows Server 2003/2008 network with MS Windows XP/Vista clients
- Administrate and troubleshoot MS Exchange Server 2003/2007 site with MS Outlook 2007 clients
- Administrate and troubleshoot of MS Access and MS SQL Server databases
- Perform Daily Backups and Restore files as needed using Symantec Backup Exec 12.5
- Administration of Antivirus and Spyware protection using Symantec Endpoint Protection software
- Planning of Annual Budget for IT Department
- Purchasing of all company Computer Equipment and Maintenance Service Contract Renewals
- Purchasing of all Software Applications, Maintenance Contract Renewals and Ensuring Proper Licensing for each Computer System

- Purchasing of HP LaserJet Toner Cartridges and Tracking Impressions per Cartridge
- Reformat mailing lists using MS Excel and import to a MS Access database
- Creation and Maintenance of Company Website using Adobe Dreamweaver
- Responsible for Maintaining and Troubleshooting of an Online Application for over 500 Customers to Enter Information and Generate Reports
- Installation and Maintenance of Infrared Security Camera System with DVR Recorder

October 1995 to March 1999

Electronics Boutique, Hicksville, NY
Assistant Manager
- Computer Software and Videogame Hardware and Software Retail Sales
- Increased Sales by 20% *and* Decreased Loss by 3.5%
- Hiring and Training of Sales Associates
- Responsible for Inventory Control, Cash Management and Prevention of Credit Card Fraud

---

COMPUTER EXPERIENCE

- MS Windows Server 2003/2008 with Active Directory Administration and Installation
- MS Windows 7/Vista/XP Administration and Installation
- MS Exchange Server 2003/2007 Administration and Installation
- MS Office 2003/2007 Administration, Installation and Configuration
- Creation and Maintenance of MS Access and MS SQL Server Databases
- Wireless Network Installation and Configuration including Network Cards and Routers
- Build and repair computers including installation of Network Cards, Network Cabling, Printers, Hard Drives, CD/DVD ROM Drives, Floppy Drives, Modems, Video Cards, and Sound Cards
- Hewlett Packard LaserJet printer maintenance and repair

EDUCATION AND TRAINING

New Horizons, Westbury & Commack, NY
Macromedia Dreamweaver MX Website Development Training
- Dreamweaver MX – Level 1
- Dreamweaver MX – Level 2

New Horizons, Westbury & Commack, NY
MCSE Windows 2000 Training
Certificates of Completion received in:
- Update Support Skills from MS Windows NT to MS Windows 2000
- Designing a Microsoft Windows 2000 Directory Infrastructure
- Implementing and Managing MS Exchange Server 2000

CompUSA, Hauppauge, NY
Microsoft Office 2000 Business Computer Training
Certificates of Completion received in:
- Microsoft Excel 2000 – Intermediate and Advanced
- Microsoft Access 2000 – Introduction, Intermediate, and Advanced

Briarcliffe College, Bethpage, NY
Microsoft Certified Systems Engineer Training Courses

Nassau Community College, Garden City, NY
Associates Degree in Liberal Arts in Math and Science

Polytechnic University, Farmingdale, NY
Aerospace Engineering Major

Valley Stream North High School, Franklin Square, NY
Regents Diploma