# IT Resume

# Phone: (615) 537-1036 | Email: support@youremail.com

# Web Address: <http://www.cpresumes.com>

Highly qualified and well developed Information Technology professional with…

**Key Strengths**

|  |  |  |
| --- | --- | --- |
| * Innovative Application of Technology
* Quality Assurance
* Translating Business Data Into Action
 | * Project Management
* Hardware/Software Maintenance
* User Acceptance Testing
* Systems Administration
 | * Helpdesk Support
* Team Leadership
* Strategic Planning
* Solution Concept to Execution
 |

**Core Competencies**

* Unique competency in translating business issues into IT solutions including opportunity identification, requirements development, delivery, support, and analysis.
* Add more information here...

**Technical Skills**

## Hardware: Tandberg & Polycom VTC, ISDN Phones, Blackberry, Printers, Scanners

## Operating Systems: Vista, Windows XP, Windows 2000, Windows 9x

## Software: Microsoft Office 2000 & 2003 Suite, Active Directory, PVCS Tracker, VPN/RAS, Active Card Gold, NetMeeting, Internet Explorer, Adobe Professional, Remedy

**Professional Profile**

## Capital One Sept. 2001 - Present

Solutions Engineer Planner

* Responsibilities go here…

**Education & Certifications**

## Volunteer State Community College

A.A. in Computer Information Systems