

Neil Moreton

Carlton, VIC 3053
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For a more detailed resume: www.neil.id.au

OBJECTIVE:

Seeking a job in the Information Technology field. What sets me apart from other IT specialists is my background in business school. Instead of focusing on the task as an IT specialist, I can see the whole picture such as financials.

EDUCATION:

ROYAL MELBOURNE INSTITUTE OF TECHNOLOGY, Melbourne, Australia

Candidate for Masters of Applied Science: Information Technology

BENTLEY COLLEGE, Waltham, MA

Bachelor of Science, Computer Information Systems, 1999-2003

Honors Achieved: Dean's List

COMPUTER SKILLS:

Operating Systems: DOS , Windows (3.x-XP), Pocket PC, Palm Os MacOS, BeOS, Linux/Unix

Web Development and Databases: Html, Xml, Apache, php, asp, MySQL, SQL, Microsoft Access, Macromedia Dreamweaver, Microsoft FrontPage, FTP, Web Statistics (AWStats, Webtrends)

Graphics: Adobe Photoshop, Illustrator and Acrobat, QuarkXpress, Adobe PageMaker, Macromedia Flash

Networking/Hardware: TCP/IP, Wireless Technology (802.11b/g), PC's, Apple Computers, Printers, Backup (Arcserve 2000 and Dell Powervault)

Programming: C, Visual Basic & .NET

EXPERIENCE:

***** , VIC AUS

9/03-Current

Computer Support Officer

- Setup, maintain and troubleshoot fifty computers including PC desktops, PC laptops, and Apple Macs.
- Create and manipulate XML documents, which serve to publish *****'s journals.
- Perform network tasks such as permissions in Active Directory, changing and assigning IP addresses to MAC addresses, and adding computers to domains.
- Implemented a VNC system on all computers and servers so we can access certain computers resources without physically being at the computers.
- Administer backups via a Dell Powervault 120T super DLT Library (20 tape) and two SDDL tape drives running Computer Associate's ArcServe 2000.

Verizon Wireless, Alpharetta, GA USA

6/00-8/00

Consultant

- Created and managed internal corporate intranet website to help 1000+ employees access information.
- Implemented databases to track employee information and link with existing databases to provide accurate information.
- Produced spreadsheets calculating changes in budgeted spending for Verizon South East Operations.
- Built and configured computers for various employees in the office.

Nathan's Printing Inc. Scarsdale, NY USA

1997-1999

Typesetter, Graphics Designer

- Designed and set graphics for numerous companies through professional programs such as PhotoShop and Illustrator.
- Typeset brochures, booklets, business cards, wedding invitations etc. using programs such as QuarkXpress and PageMaker.
- Created network of Apple Macintoshes and determined, purchased, and installed necessary peripherals, drives, hardware and software etc. needed.

References available upon request