Gary White

IT manager

PERSONAL SUMMARY

A multi-skilled IT manager with good all-round supervisory and technical expertise. Very capable with a proven ability to ensure the smooth running of ICT systems and to provide IT services that will improve the efficiency and performance of a company. Extensive practical knowledge of complex systems builds, hardware and software testing, PCB testing, network support, technical support and computer repairs.

Looking for a new and challenging managerial position, one that will make best use of my existing skills & experiences also further my personal development.

WORK EXPERIENCE

Manufacturing Company – Coventry
IT MANAGER   June 2008 - Present

Responsible for the day to day IT requirements of the company such as user management, trouble shooting, help and advise. Maintaining desktop applications, local area networks, IT security and telecommunications.

Duties:
- Managing a team of over 30 administrative & technical staff.
- Strengthening the IT infrastructure through to implementing new technologies.
- Responsible for hardware and software installation, maintenance and repair.
- Performing routine audits of systems and software.
- Manage the IT budgets and expenditure on hardware and software.
- Developing & maintaining the company IT systems, software and databases.
- Recommending and implementing improvements and efficiencies.
- Reporting to the IT Director & Chief Executive.
- Having excellent time management, confidentiality & communication skills.
- Having strong IT, commercial, planning and budgeting skills.
- Management of server software and associated backup routines.
- To evaluate, test, advise, train and support I.T. related projects.
- Procurement of IT hardware, software and maintenance products & services.
- Responsible for the recruitment and training of new staff.
- Writing documentation for ICT procedures, security and disaster recovery.
- Maintaining documentation of changes regarding users, functions & systems.
- Managing the internal & hosted network infrastructure including: firewalls, servers, switches and telephony.

KEY SKILLS AND COMPETENCIES

- Extensive knowledge of: Microsoft Windows Server 2000, 2003, Microsoft 2000, 2003 and 2007, wired and wireless networking skills, desktop and server hardware and antivirus and remote support products.

ACADEMIC QUALIFICATIONS

BSc (Hons)   Business Information Technology and Management
Nuneaton University   2005 - 2008

A levels: Maths (A) English (B) Technology (B) Science (C)
Coventry Central College   2003 - 2005

REFERENCES – Available on request.

AREAS OF EXPERTISE

Project management

IT management

Managing crisis situations

Resource vendor management

Business analysis

Financial control

Project Delivery

Integration

Application development

PROFESSIONAL

MCSE

Prince2 Project Management Metholodogy

PERSONAL SKILLS

Decision making

People skills

Leadership skills

PERSONAL DETAILS

Gary White
34 Anywhere Road
Coventry
CV6 7RF

T: 02476 888 5544
M: 0887 222 9999
E: gary.w@dayjob.co.uk

DOB: 12/09/1985
Driving license: Yes
Nationality: British

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