

# IT manager resume

## Personal profile

An ambitious, self motivated individual who has the necessary IT skills, personal attributes and managerial experience required for a successful career at the highest levels. Boasting a strong academic background and a proven track record of bringing value to a Business, as well as possessing valuable customer facing skills and an agile technical mind that is able to come up with innovative technological & managerial solutions to seemingly intractable problems. Right now Martin is keen to find a suitable position within an ambitious company that is renowned for hiring exceptional people and for giving them unparalleled opportunities to build their careers and capabilities.

## Career history

### IT Manager

International Hotel                      May 2008 – Present

Quickly promoted and responsible for running various IT departments in a four star hotel. Responsible for effectively balancing the businesses needs with its IT capability; constantly reviewing processes and identifying way to improve efficiency & service, and proactively managing all areas of Technology within the company.

- Effectively planning and executing all IT related projects.
- Ensuring all IT systems, infrastructures, server, networks and securities are running to an efficient level.
- Delegating work to and supervising the activities of junior IT staff.
- Recommending and implementing technological improvements and efficiencies.

### Assistant IT Manager

Made up Company                      May 2006 – April 2008

## Key competencies and skills

### Managerial

- Ability to identify, understand and give priority to urgent issues.
- Able to work on cross-divisional projects.
- Experience of recruiting and training new staff.
- Able to develop, coordinate, delegate and plan work activities.
- Dealing calmly and professionally with challenging situations.
- Planning each stages of an IT project in detail, and investigating how it can affect a business.

### IT

- Able to identify cost-effective technical solutions that meet business needs.
- Excellent analytical, data manipulation and interrogation skills.
- Ensuring that all IT changes are managed so that they minimise downtime and risk of any inconvenience.
- Developing and maintaining the infrastructure and IT systems.
- Negotiating IT service contracts with partners and suppliers.
- Managing and promoting services through the use of social media and Search Engine Optimisation.

## Academic qualifications

BA (Hons) Business Management  
Nuneaton North University              2005 - 2008

**References** - Available on request

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