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# APPLICATION ADMINISTRATOR RESUME

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## Objective:

Looking for work as an Application Administrator in order to exercise my experience in the industry for your organization.

## Education:

Bachelor's Degree in Computer Science, Waycross College, Waycross, GA

## Experience:

Application Administrator, November 2007 – Present  
Citizens Property Insurance Corporation, Traverse City, MI

- Administered the systems, changed or replaced them according to the need and kept records of the work carried on a regular basis.
- Corresponded with various analysts to understand the various business processes and maintain a quality control check over them.
- Upgraded the software as needed by the business and provided patch upgrades as well.
- Coordinated with various customers to provide technical support to the systems.
- Maintained the records of all applications used in the systems and prepared performance reports accordingly.

Application Administrator, December 2001 – October 2007  
West Broadway Outpatient Center, Traverse City, MI

- Installed and maintained all applications. Installed, upgraded the software and hardware according to the need of the company.
- Supported the server on which the applications run, check them for regular upgrades and kept backups of the data.
- Implemented changes to the application when needed and customized it according to the need of the business.
- Prepared reports in the usage of various applications and analyzed the future need of the applications.
- Trained the users and the help desk in usage of the applications.

## Qualifications:

- Strong experience in application monitoring and system administration for software support
- Sound knowledge of database technologies (SQL Server/DB2 databases)
- Ability to collate information and offer solutions accordingly
- Ability to troubleshoot and resolve the problems
- Familiarity with IIS and Sharepoint Designer 2007, MS 5060s and 5061 and SQL Server 2005

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