

STEWART FINES

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To Whom It May Concern:

Please allow me to introduce myself. My name is Stewart Fines and I have been working in the Information Technology field for about 8 years. Throughout these years I have been working within a Novell and Microsoft NT/2000/XP/Vista/7 environment and Citrix XP, a thin-client environment. I have a working knowledge of Active Directory, Terminal Server and IIS in Windows 2000/2003/2008 Server. I also have a basic familiarity with administering Exchange 5.5/2003/2007 Servers. Additionally, I have a great understanding of building and maintaining websites by utilizing HTML, CSS and Macromedia Suite software. I have also built a strong technical knowledge of troubleshooting various applications, Point of Sale machines, PC hardware problems and network-related issues.

I possess a Bachelors of Science degree awarded by California State University, Sacramento, in May 2000. I also possess an Associates Degree in General Education, awarded by Sacramento City College in May 1998. Furthermore, I am MCSE, MCP and A+ certified through computer training at Tech Skills Technical College in Sacramento. In addition to my education, extensive work experience in the IT field, I have developed strong analytical, interpersonal, organizational, and communication skills, both written and verbal. I am able to manage multiple tasks with attention to detail and deadlines. I work equally well independently and as part of a team.

I am confident that I can contribute quality work that will benefit your organization. I am very interested in becoming affiliated with your company. I have attached my resume for your review. Upon your request, references and recommendation letters may be made available. I look forward to hearing from you soon. Thank you for your consideration and your time.

Sincerely,
Stewart Fines

Enclosure: Resume and CD

10001 Vanguard Drive ▪ Sacramento, CA ▪ 95827
PHONE: 201-294-0033 ▪ Email: stewartfines@hotmail.com