

Rochester, NY 14623

February 19, 2004

To Whom It May Concern:

I am currently seeking full-time permanent employment beginning in March 2004. In February 2004, I will conclude the coursework for my graduate studies at Rochester Institute of Technology in the Master of Science in Information Technology program (Telecommunications Technology, Technology Management and Electronic Commerce concentrations).

I was employed as a network administrator at Clarion University of Pennsylvania during the final two years of my undergraduate study. My responsibilities included server and network administration, hardware and software troubleshooting, and managing between fifteen and twenty student workers. In addition, I was employed as a consultant for a small business. I guided the organization through multiple hardware and network upgrades, enabling them to better support the requirements of their business management software package. The upgrades provided a quicker response time for the application's point-of-sale and inventory management modules. The decrease in application response time lessened the amount of time required to service customers.

I currently have a paper under peer review for inclusion in Cisco Systems' Internet Protocol Journal. In January 2003, I had a paper accepted for publication in the Journal of Information Systems Education. In May 2002, I received my Bachelor of Science degree in Information Systems from Clarion University of Pennsylvania. During the Fall 2001 semester, I co-authored a research paper on data communications laboratory exercises and presented it at a national conference. I currently hold A+ and Network+ Certifications, as well as being a Microsoft Certified Professional in Windows 98. I believe these accomplishment show my dedication to self-learning, and my commitment to furthering my knowledge and strengthening my abilities.

I am a permanent resident of the Rochester area, and may be reached at [adsanders@adsanders.net](mailto:adsanders@adsanders.net) for further inquiry. Thank you for taking the time to consider my résumé.

Sincerely,

Aaron D. Sanders

**Aaron D. Sanders**  
Rochester, NY 14623  
adsanders@adsanders.net  
http://www.adsanders.net

**Objective** Strive to improve my skills and increase my knowledge, while serving my employer to the best of my abilities.

**Education**

**2002-Present Rochester Institute of Technology Rochester, NY**  
Master of Science in Information Technology, expected May 2004

- Telecommunications Technology, Technology Management and Electronic Commerce Concentrations
- Current Grade Point Average is 4.0/4.0

**2002 Clarion University of Pennsylvania Clarion, PA**  
Bachelor of Science in Information Systems

- Graduated Cum Laude
- First student to obtain A+, Network+, and Microsoft Certified Professional certifications
- Awarded the National Collegiate Computer Science Award and membership on the National Dean's List

**Certifications** A+, Network+, Microsoft Certified Professional in Windows 98

**Technical Skills** TCP/IP, IPX/SPX, NetBEUI, DHCP, DNS, Windows NT/2000 Server (installation, IIS 5.0 and Active Directory), Novell Netware Server 4.1/5.1 (installation, NDS and News Server), Windows 95/98/2000 clients (installation and troubleshooting), Microsoft Batch 98, Norton Ghost 6.0, Deep Freeze Administrator, McAfee Management Edition, Visio 2000 and 2002 (network planning and design), Access 2000 (database design and programming), backup management, systems analysis

**Teaching Experience**

**2001 Clarion University of Pennsylvania Clarion, PA**  
**Course Instructor**

- Chose course textbook for and instructed an A+ Certification Course offered by the Department of Continuing Education at Clarion University.

**Work Experience**

**2000-Present Tom's Sales and Service Shipperville, PA**  
**Technical Consultant**

- Evaluated hardware and software conditions, and recommended necessary purchases and upgrades.
- Performed systems analysis to determine upgrades necessary to support new business management software package. Tasks included:
  - Performed hardware upgrades on two workstations, enabling them to support the requirements of the new software application.
  - Replaced the existing 10Mbps coaxial network infrastructure with a 200Mbps 100Base-T infrastructure. The infrastructure upgrade reduced the application's response time, addressing the client's main concern.
  - Installed premise wiring in walls and space above dropped ceiling. Utilized Category 5e cable to support future consideration of Gigabit Ethernet.
  - Wired and installed Category 5e keystone jacks and wall plates.

Utilized Category 5e jacks to support future consideration of Gigabit Ethernet. Convinced client to install two network connections at each wall plate instead of one, providing the client with greater flexibility in office configuration.

- Wired and installed Category 3 keystone jacks for telephony. Utilized Category 5e cable, enabling one cable to support two separate phone jacks, provide replacement wire pairs and reduce the number of cables required from eight to four.
- Labeled and documented all cables, wall plates, keystone jacks, and switch ports.
- Provided technical support and end user training.

**2000-2002            Clarion University of Pennsylvania            Clarion, PA**  
**Network Administrator**

- Assisted in planning and reorganizing domain structure for Computer Information Science department at Clarion University. Existing structure was changed from a single Windows NT 4.0 domain to a Windows 2000 tree structure with multiple domains.
- Managed defense against and removal of virus threats, including FunLove, Code Red and Nimda.
- Utilized the log files created by Internet Information Services 5.0 along with VisualRoute 6.0b to determine the identity and physical location of a hacker.
- Implemented removable hard drive bays to create a “Zero Downtime Lab Environment.” Created a hard drive cloning system by installing two empty removable drive bays into an unused computer, providing cost savings compared with professional drive duplicators. This reduced the time required to restore a corrupted drive by one third, by enabling drive imaging on one local computer, rather than across the network.
- Oversaw the daily operations of a computer lab containing sixty-five Windows 98 workstations, twenty-two dot matrix printers, two laser printers and two scanners. Performed troubleshooting and hardware and software upgrades on the computers, printers and scanners.
- Taught a legally blind student about computer hardware and repair through hands-on instruction.

**2000                    Keystone School District                    Knox, PA**  
**Computer Technician under sub-contract**

- Assembled new computers and upgraded existing computers.
- Replaced coaxial cabling in one computer lab with Category 5 cabling.
- Assembled and terminated Category 5 cabling.

**2000                    Keystone School District                    Knox, PA**  
**Computer Technician under sub-contract**

- Inventoried and labeled all computers and peripherals in the school district. Assisted in design of Access 2000 database for record storage.

**Publications**  
**(Refereed)**

Madison, Dana E. and Sanders, Aaron D. “Data Communications Concepts—Layer by Layer.” Proceedings of ISECON 2001: Technology in the 21<sup>st</sup> Century. Cincinnati, Ohio.

Sanders, Aaron D. “Utilizing Simple Hacking Techniques to Teach System Security and Hacker Identification.” Journal of Information System Education. Volume 14, Number 1 (2003). Pages 5-9.