

# RESUME



## **PERSONAL DETAILS:**

Name : **Vo Thanh Sang**  
Sex : Male  
Date of Birth : 09/07/1987  
Place of Birth : Dong Thap  
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## **CAREER INFORMATION:**

Level : Team Leader  
Salary : Negotiable  
Job type : Full time  
Industry : IT - Infrastructure /System  
Location : Ho Chi Minh, Bình Dương, Đồng Nai

## **EDUCATION:**

- The diploma of Bachelor Training Information Technology, Vietnam National University at HCMC
- The diploma of Professional Training Information Technology, Vietnam National University at HCMC
- Other Microsoft Certified: Microsoft® Certified Technology Specialist MCTS: 620,290,291,659,643
- Other degrees Nhat Nghe, Viet Nam:
  - Certified in Microsoft 2003 -2008 MCSA
  - Certified in Microsoft 2012 MCSE
- English: Able to speak and write English (Level B)

## **CAREER SUMMARY:**

- **03/2020 - Now : IT Executive - AB Mauri Vietnam**
- **04/ 2019 to 3/2020: IT South team leader HCM Office, Post and Telecommunication Finance**
- **07/ 2009 to 01/2019 IT Senior System Administrator Team Leader - Olam Vietnam Co., Ltd**
- **12/2008 to 05/2009: Technology Staff - Informatics Center Vnpro**

## **CAREER OBJECTIVE:**

I would like to challenge myself in new environment which has many chances to improve my knowledge and skills. Furthermore, in suitable and professional environment, I also hope to have many chances to practice from which I had learned. In Addition, by contributing into the growing of company, I would like to look up a chance to get higher position in my career. I always think that “The knowledge is never enough and learning is never too late to do “, so I hope I have many chances to learn and upgrade my knowledge by never stop learning in new environment.

## **PROFESSIONAL EXPERIENCE:**

- *On 10 years of experience in IT*
- *March 2020 to present: IT Executive cum Manager - AB Mauri Vietnam*
  - **Security with teams global:** Using ITIL Qualys/ Patch management update regular checks on device; network and data
  - **Developing** and implementing IT policy and best practice guides for the organization, conducting regular system audits
  - **System:** Identifying and acting on opportunities to improve update ERP and other software. Consult with users, management, vendors contract negotiations, and technicians to assess computing needs and system requirements.
  - **Managing and reporting** on the allocation of IT budget; company IT asset, running and sharing regular operation system reports with senior staff
  - **Providing direction** for IT team members overseeing and determining time frames for major IT projects including system updates, upgrades, migrations, and outages.
- *April 2019 to 03/2020: IT South team leader HCM Office, Post and Telecommunication Finance Company*
  - **System Administration and Computer Operations management:** Coordinate manages, monitors, tunes, of the IT servers and systems software that comprise the infrastructure on which the applications and data used to run the company reside. These systems include AD servers, file servers, print servers, test, production, application servers for office at Ho Chi Minh, Hanoi.
  - **LAN/ WAN infrastructure management:** responsible for all wiring, hubs, and security for the LANs and the VPN, routers, gateways, firewalls, and security for the WANs; Monitor network performance and upgrade capacity before the traffic on the network increases to the point that it begins to affect systems performance.
  - **Manager the IT resources within the company which include:** IT infrastructure at HCM, coordinate 3CX Telecommunication System with vendor.
  - **Helpdesk:** GLPI system software, support, manage, maintenance computer and technical supporting to others in using computer for HCM staff.

- **System:** Support user in Turnkey Lender. Bitrix24 & Freshdesk CRM software; implement, write the CRM guidelines and training to users
  - **New office designer:** Design, setup and configure new network system in HCM Office
  - **Report:** IT Deputy Head of Infrastructure & Application Operations in Hanoi.
  - Manage IT team with 1 staff.
- **July 2009 to 01/2019: IT Senior System Administrator team leader HCM Office, Olam Viet Nam Co., Ltd,**
- Manage & troubleshoot all IT infrastructure system.
  - WAN: Internet, Voice Trunk, VPN, Metro Net, Leased line, ...
  - LAN: Cable, Cisco Switch, Cisco Router, Fortinet/ Firewall, Wireless, Camera, Panasonic VoiP
  - Video Conference, HP/IBM/ Blade Server, APC UPS, Synology NAS, Licenses
  - SYSTEMS: Windows Server 2012, Linux, Domain System, Active Directory, DHCP, DNS, GPO, FTP, File Server, Web.
  - Virtualization: Hyper-V.
  - Security: DLP - McAfee Security, ADAudit Plus Audit Log (Data, Domain,), Policies, Internet Access, Upgrade systems, updates,
  - Backup and Restore systems: HP tape, Symantec Backup Exec, Shadow Copy.
  - Move dedicated email system to Microsoft Office 365 for collaboration and teamwork improvement by using SharePoint, OneDrive for Business, Skype for Business and Team
  - Establish information security policies of Company coordinate with IT Team of corporate of Singapore and Indian to effectively perform the resource setup IT.
  - Work with IT service provider on IT matters such as hardware and software maintenance, purchasing new IT equipment do monthly and Yearly report.
  - Successfully in build ERP: SAP system and FPT.iHRP with HRM module for employees management (salary, time and expense,...). Support SAP team with FICO/MM/ Inventory module. Fixing the problem SAP system if not solved locally at Vietnam then escalates to related Regional/Global IT function.
  - IT project management Vietnam. Develop risk management plans, prepare budget for IT, maintenance plans and periodically overcome the problems arise.
  - To train new staff supporting for 10 sites at the branch as (HCM, Dong Nai, Gia Lai, DakLak, Quy Nhon, Lam Dong, Phu Yen, Long An)

- **12/2008 – 04/2009: IT Staff, Informatics Vnpro.**

- Test Cisco device and administrator software.
- Plan for Maintenance and troubleshoot computer network systems.
- Support for clients.

## **SKILLS & KNOWLEDGE:**

Capacity to highly adapt the problem-solving work independently and team work quickly to solved problem from root.

- Operating systems: *07/10*
- Cloud computing Network security: *07/10*
- Project Management: *06/10*
- Data analysis: *06/10*

## **REFERENCE:**

**Nguyễn Hoàng Ân**

IT Manager, AB Mauri Vietnam

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**Nguyễn Hùng Tiến**

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I undertake that the above-declared information is true and correct to the best of my knowledge.