

Assess your personal skills with a rating of 1-5 (5 best or high) for each item.

General Skills:

- _____ Experience supporting PC networks running NetWare 5 to 6.5, ZenWorks, and GroupWise.
- _____ Experience supporting Windows 2000/2003 servers, standard or enterprise.
- _____ Experience and competency loading, configuring, core business software applications on a workstation from network server
- _____ Competency in network setup and configuration of notebooks for travel and network office use
- _____ Competency in establishing satisfactory customer relationships, documentation and followup.
- _____ Competency in configuring network printing on the LAN and from the WEB.
- _____ Experience administering ethernet topology, switches, cabling install and repair, CAT5 to FO.
- _____ Experience designing and configuring internet access, TCP/IP network gateways and routers.

Specific Skills:

- _____ 1. Understanding of network topology concepts and cable distribution including ethernet and Appletalk.
- _____ 2. Demonstrated understanding of Peer to Peer Windows 2000/XP Networking including File and Print Sharing, TCP/IP (Internet), NetBios, and NetBeui.
- _____ 3. Proficiency in completing successful upgrades from Windows 98 to Windows 2000/XP.
- _____ 4. Demonstrated competency in workstation upgrades of hardware (hard drives, memory, modems, multi-media, CD-RWs etc) and associated software.
- _____ 5. Knowledge of general server backup programs (such as BackupExec or ArcServe) and associated tape device technologies (such as TRAVAN, DVD, or DAT).
- _____ 6. Able to setup printers either local or as network printers under NetWare, Windows or Linus with successful updated installation of printer drivers.
 - a. Setup of HP LaserJets, OfficeJets and DeskJets required.
 - b. Config and setup of remote print servers required (such as HP Web JetDirect).
 - c. Remote Web printing from internet browsers.
- _____ 7. Demonstrated competency in installing workstation configurations of core business applications and suites (such as Microsoft Office 2003 or WordPerfect Suite 2002).
- _____ 8. Demonstrated competency in installing groupware mail clients (such as Outlook, SendMAIL, Domino or GroupWise).
- _____ 9. Demonstrated competency in installing groupware application clients (such as FAXSERVE, MS SQL Server or Microsoft Exchange).
- _____ 10. Familiarity with core database products, functionality, and configuration (such as MS Access or MS SQL).
- _____ 11. Ability to design, specify, and assemble a mid-size rack network RAID server and storage network.
- _____ 12. Knowledge and familiarity with Windows 2000/2003 server and workstation products including navigation and administrative features (including terminal server, SMS auto updates, console manager).
- _____ 13. Knowledge and familiarity with Windows BackOffice applications (MS SQL, Exchange etc.).
- _____ 14. Knowledge of various NetWare shells including including clients for Windows and Linux.
- _____ 15. Knowledge and configuration experience with directory services, DNS, WINS, and Hosts files.
- _____ 16. Understanding of IP Routing, RIP, and IP Scheme Design.
- _____ 17. Ability to correctly configure a major router such as the Cisco 2600 IOS.
- _____ 18. Ability to use IP-based commands well: PING, FTP, TELNET, TRACERT etc.
- _____ 19. Configuration experience with LINUX web and/or UNIX Sendmail or DNS servers.
- _____ 20. Ability to setup and maintain web servers with native tools (HTML) or apps (FrontPage).
- _____ 21. Familiarity with mid-frame or mainframe connectivity products for the PC (such as IRMA or Rumba).
- _____ 22. Experience in providing technical support to users on above products. Remote management and assistance, RDP, VPN, RADIUS dial-in and LAN support skills.
- _____ 23. Demonstrated excellent communication and documentation skills.
- _____ 24. History of punctuality and responsiveness to management meetings and assignments.

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