

# CASSANDRA HITT

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## COMPUTER SKILLS

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### Operating Systems

Solaris 8/10 • AIX 5.3 • HP-UX • Linux • Windows 2000/XP/Vista • DOS

### Server Hardware

**Sun:** Enterprise 2x0/4x0/4x00 • SunFire V2x0/4x0/8x0 • Ultra 2 Enterprise • Ultra 420 • Netra T1405 • SPARCstation 2 • **HP:** N4000 • Proliant DL380 G4 • RP7400 • **IBM:** P-Series 570 • RP7400 • **Other:** NCipher Net-HSM800

### Computer Languages

HTML • XML • CSS • PHP • SQL • ActionScript • JavaScript • CGI Script • Perl • C++ • Assembly Language

### Software

**UNIX:** Veritas Volume Manager • Veritas NetBackup • DiskSuite • Tivoli • OpenSSH • SCssh • KeON/BoKS • SeOS • SCsu • **Adobe CS3:** Photoshop • Dreamweaver • Flash • Flex Builder • Fireworks • ImageReady • Illustrator • InDesign • **Microsoft Office 2007:** Word • Excel • Access • PowerPoint • **Other:** FormFlow • AutoCAD LT • PSPICE • Altera MaxPlus II

## WORK EXPERIENCE

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### UNIX System Administrator, AVP                      Citigroup • Silver Spring, MD                      8/06 – Present

- Manage Server Management Group's 200 Solaris, AIX, Linux and HP-UX servers during off-hours
- Resolve server issues on a large range of UNIX servers, including critical Production servers
- Install OS patches and software patches on all of SMG's servers
- Install software such as KeON, SSH Tectia, and Veritas VM
- Build Production Solaris, AIX, and Linux servers from start to finish
- Install hardware components such as memory, network cards, power supplies and hard drives
- Create and maintain a dynamic PHP/SQL website for the Server Management Group to allow us to more efficiently communicate and share information
- Create and maintain an external SMG website to streamline the request procedure from other departments in Citigroup

### System Analyst/Webmaster                      Design Desk • Gaithersburg, MD                      1/02 – Present

- Build and maintain UNIX, Windows and Mac workstations by installing necessary OS, software packages and drivers
- Manage designsk.com, including CGI and JavaScript forms
- Update the dynamic calendar and schedule created using Macromedia Flash ActionScript to connect with external XML data

- Instruct 2-day training classes in Adobe Dreamweaver, including lessons on html coding, CSS style sheets and JavaScript

**Webmaster** **University of Miami Libraries** **7/03 – 1/04**

- Redesigned the university library's website, including Flash menu bar with custom ActionScript functionality
- Corrected invalid and unorganized html code, CSS styles and JavaScript throughout the library's site

**Intranet Assistant** **Federal Trade Commission** **5/01 – 1/02**

- Created online versions of official government forms using FormFlow to enable employees to fill and send forms via the FTC intranet
- Attended 508 compliance seminar to learn and implement the new standards

**Electrical Engineering Student** **University of Miami** **9/00 – 5/04**

- Used specialized math software to solve complex Calculus problems, including individual MATLAB programming projects, during a semester long Honors Engineering Calculus II course
- Learned intermediate level C++ programming skills during two semesters of courses that required several complex projects in addition to the weekly scripting assignments
- Gained working knowledge of JavaScript and XML coding while improving html skills during a web development class
- Attended a Microprocessor lab that required weekly authoring of Assembly Language programs, as well as a multi-process final programming project
- Designed logic programs and used bread-boards, wires and logic chips to build the designs into functioning circuit boards

**TRAINING**

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<b>Solaris 10 System Administration I</b>	<b>Citigroup • Online</b>	<b>11/06</b>
<b>AIX 5.3 System Administration I</b>	<b>IBM • New York, NY</b>	<b>12/06</b>

**EDUCATION**

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<b>Computer Science</b>	<b>University of Maryland • College Park, MD</b>	<b>7/04-Present</b>
<b>Electrical Engineering</b>	<b>University of Miami • Coral Gables, FL</b>	<b>9/00-12/03</b>
<b>Mechanical Engineering</b>	<b>University of Hartford • W. Hartford, CT</b>	<b>9/99-5/00</b>
<b>High School Diploma</b>	<b>Quince Orchard High School • Gaithersburg, MD</b>	<b>9/95-6/99</b>

**WEB DESIGN**

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<b>Citi Server Management Group</b>	<b>Cassandra Hitt (cassandrahitt.com)</b>
<b>University of Miami Libraries</b>	<b>Design Desk (designdsk.com)</b>
<b>University of Miami Tau Beta Pi</b>	<b>Jen Hitt (jenhitt.com)</b>
<b>University of Hartford School of Engineering</b>	