

Donald Norwood

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Summary of Qualifications

System administrator with experience implementing, administrating, and supporting complex hardware and software. Consultation and development from initiation to deployment of small to large networks. Network and systems administration for WAN/LAN, Wireless and Wired networks and Virtual Private Networks. Disaster Recovery Planning and administration.

Technical Skills

Directory, Database, and Authentication Systems

DNS	Linux OS packages, specifically BIND / Native DNS on Microsoft server systems.
Kerberos	Linux OS packages, Heimdal and M.I.T with Windows integration.
LDAP	Linux OS packages and Microsoft Active Directory/Group Policy. Full database integration.
MySQL	Databases
VPN	Cisco, Windows, and Linux environments.

Operation Systems and Environments:

Server Environments -

Unix/Linux	SuSe, Debian, RedHat, and Custom Kernel systems.
Windows Server	Microsoft 2000/3 Server.
Windows Client	Microsoft Windows 98 - XP – Vista.
Sun	Solaris Enterprise Systems.
Cisco	IOS.

Ad-hoc software and expertise:

Database	Oracle, MySQL, and PostgreSQL.
Projects	Microsoft Visio.
Security	Firewall scripting, HIPAA compliance and risk assessment.

Professional Experience

Terra Novum • Lynnfield, MA • March 2009 – Present

Provided technical and planning support to organizations of all sizes from small businesses to Fortune 500 firms for enabling and managing power management in their IT infrastructure. Conducted energy studies of electronics, HVAC and server environments.

Mount Holyoke College • South Hadley, MA • August 2005 - August 2006

Network and Systems Administrator

Setup and Deployment of departmental network from an aged Windows 2000 system to a Unified multi realm Kerberos environment enveloping Windows Server 2003, Windows XP, and several Linux variants. Administration of general use and research laboratories with respective server environments. Separately on the larger body for the College: Help Desk support. Technical Assistance and Support for over 2000 users. Inventory and tracking control systems.

The Portalus Group • Quincy, MA • January 2003 – May 2005

Network and Systems Administrator

Consultation, initialization and maintenance of client deployments. Setup of Virtual Private Networks, Active Directories master and slave servers, Wireless and W/Local Area Networks.

Network Security Administration, O/S interoperability, and support.
Server and Workstation OEM (licensed) setup, support, and delivery.

Thomson & Thomson • Quincy, MA • October 2003 – November 2005

Web Analyst/Workflow Coordinator

Research and analysis of trademarks, patents, and copyrights.
Responsible for assigning and delegating workflow to team of twenty individuals.
Timely in-depth reporting of workflow results to management
Departmental liaison.
Training of new staff.

State Street Corporation • Quincy, MA • June 2000 – January 2003

Auditor

Audit of Portfolio Accountant's work: Review of security transactions, capital changes, portfolio pricing and standards compliance.
Daily reconciliation of fund vs. client record accounting.
Overview of client's daily, monthly, and year end reporting.
Spreadsheet forecasting and data updates.
Procedural enhancements where applicable.
Income accounting, bond calculation, and market valuation process reviews.

Boston Financial Data Services • • February 1998- June 2000

Quality Control –Assurance

Quality Assurance in accordance with industry standards.
Overview and Quality Control of all daily financial transactions.
Oversight of Correspondence Department. Training and procedures. Established standards for data reporting and client interaction.
Broad knowledge of IRA, Tax and Estate Reporting.