

Disaster Recovery Specialist

ROBERT SMITH

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Objective

Hardworking management professional with natural disaster recovery experience and a record of success securing aid for impacted residents. Talented for-profit and not-for-profit executive with a track record of developing and funding large-scale social programs. Strong collaborator, effective communicator, and natural relationship builder.

Skills

Visual Studio, SSRS, SQL, Microsoft Office, Microsoft Visio.

Work Experience

Disaster Recovery Specialist

ABC Corporation - June 2014 - December 2014

- Established the framework from the Disaster Recovery Program (DRP).
- Wrote the corporate policy establishing authority and approval for DRP.
- Developed and implemented multiple procedural documents establishing Version Control, Change Control, Technical Recovery Plan development, Annual Audit requirements, Replication status, Technical Detail Analysis collection, and GAP identification, and Tracking procedures.
- Established Mainframe recovery test is required annually and Distributed tests semi-annually as a minimum.
- Document and build out infrastructure and recovery procedures as appropriate.
- Ensured up to date information and procedures.
- Presented disaster recovery procedures to peers, chairmen, and members of the board.

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Delta Corporation - 2012 - 2014

- Through the use of different networking situations, built and tested disaster recovery procedures on dummy servers.
- Reviewed database disaster recovery manuals to ensure up to date information and procedures.
- Presented disaster recovery procedures to peers, chairmen, and members of the board.
- Intern position.
- Sub-Contract with FEMA contractor for disaster clean up Operated heavy equipment to remove debris from ice storms and tornado damage.
- Repair and maintenance work on trucks and other heavy equipment Operated truck and boom to pick up and load debris for removal to dump sites.
- Sub-Contract with FEMA contractor for disaster clean up Operated heavy equipment to remove debris from ice storms and tornado damage.

Education

Associate of Arts - 1984(University of the State of New York - Albany, NY)