

JOSE A. NAVARRETE

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PROJECT MANAGER – BUSINESS ANALYST – DATA CENTER OPERATIONS LEAD

Results oriented MBA professional with more than 15 years of global experience in Information Technology across diverse industries. Specific expertise in server infrastructure, management of data center operations, network protocols, Databases, and strategic business planning. Strong record leading IT projects to deliver technology solutions to support corporate vision and business objectives. Core competences include:

- Business Systems Improvement
- Project Management
- Technology and Business Integration
- Cross-functional and Multi-cultural teamwork
- Data center operations management
- Servers Architecture
- New Product Development
- Bilingual English-Spanish

PROFESSIONAL EXPERIENCE

Business Systems Analyst

Bechtel Corporation – Glendale, Arizona

Jan 2008 – Present

Assisted the Financial Reporting Manager in all phases of a mission-critical reporting system's upgrade project; migrated legacy hierarchical database to SQL Server 2008 to support new SSRS reports published in SharePoint. Developed all technical drawings and created the documentation for the installation, operations, and disaster recovery plan.

- Co-developed the project plan, the design of the new system, project schedule, resources, and budget for a \$1.5 project.
- Designed the database and applied Microsoft Business Intelligence tools to extract, transform and load the data to create more than 800 distinct Web financial reports used by thousands of employees located across the world.
- Accomplished mayor operating cost savings across the organization by implementing web reports that are 5 times more efficient and run 6 times faster.

Data center Operations Supervisor

Bechtel Corporation – Glendale, Arizona

Jan 2004 – Dec 2007

Managed large data center 24-hour operations and staff of five analysts to deliver high availability of more than 400 mission critical corporate servers and their applications.

- Led a cross-functional project team of 10 people across different time zones, credited with the design and implementation of enterprise backups using Symantec/Veritas NetBackup and HP LTO Libraries connected over Fiber Channel SAN to deliver cost savings in the first year by an estimate of \$1 million.
- Successfully rebuilt backup infrastructure and recovered key data within a limited time frame during annual Disaster Recovery drills at co-location data center facilities.
- Documented more than 40 procedures and standards for daily operations, data backups and disaster recovery plan to eliminate ambiguous processes, ensure data protection and allow fast recovery. Successfully coordinated data center maintenance outages leading to higher customer satisfaction and minimization of down time costs.

Systems Administrator

Bechtel Corporation – Glendale, Arizona,

Sep 2001 – Dec 2003

Transferred from Peru, to join a team of five systems engineers responsible for managing a growing base of Windows and UNIX Servers for a new corporate data center.

- Increased productivity; reduced time of operating system installations from 4 hours to 30 minutes for more than 200 servers by creating automated installation scripts with Microsoft Sysprep.
- Resolved Active Directory and server infrastructure issues, managed group policy, WINS, DHCP, TCP/IP and DNS.
- Installed dozens of VMware and MS Virtual Servers in fault tolerant HP Blade Servers with SAN drives.

Project IT Systems Administrator

Bechtel Corporation – Lima, Peru

Jun 1999 – Aug 2001

Antamina mining construction project in Peru. Worked in the remote construction site, to assist in the design and implementation of a \$20 million automation plan, for a \$3 billion mining project located in the Andes of Peru. We installed and maintained a remote data center in the Andean desert, with satellite links to the U.S., and radio links to 6 extremely challenging remote sites from the mining camp at 14,000 miles of altitude to the port facilities in the coast of Peru.

- Ensured high Availability of 20 Windows servers, Domain Controllers, Exchange, IIS, and File Servers in the site.
- Supervised onsite technology contractors for the maintenance of servers, desktops, Xerox copiers, Fax machines, Printers, network cabling, and provided technical lead to the helpdesk team.
- Key member in all phases of the project lifecycle from the start-up to the project closing including the demobilization of IT personnel and equipment and final turnover of technology assets and documentation to the client.

Systems Analyst

International Potato Center – Lima, Peru

Nov 1996 – May 1999

Biotechnology Research non-profit organization.

- Technical support of 20 Windows servers and 200 desktops for a nonprofit Research Organization. Diagnosed all end user applications, operating system, hardware, software, and Network issues.

EDUCATION

Master of Business Administration, Emphasis in Systems Engineering
Arizona State University, Tempe, Arizona

Bachelor of Science in Technical Management

DeVry University, Phoenix, Arizona

Honors: Graduated Suma Cum Laude, Dean's List.

Technical Professional in Industrial Electronics

Instituto TECSUP - Lima, Peru

ADDITIONAL TECHNICAL EXPERTISE

Microsoft Certified Systems Engineer (MCSE), Windows Servers, VMware, UNIX Servers, , HP Blade Servers, Cisco Routers, Active Directory, TCP/IP, DNS, WINS, DHCP, Disaster Recovery Planning, Veritas NetBackup, Storage Area Networks SQL Server 2008, T-SQL, SSIS/ETL, SSRS, Visual Studio, Visual Source Safe, Microsoft Visio Enterprise, Microsoft Project Professional, Office 2007, Share Point 2007, Systems Engineering, Rapid Product Development, Managerial Accounting, Supply Chain, Marketing, Unstructured databases(Data on the Web).