**Goal**

My goal is to become a network administrator at a company. I would like to work alongside a team.

**Values**

1. Accountability
2. Responsibility
3. Teamwork
4. Security
5. Fun
6. Trust

**Strengths**

1. Completed a 16 week networking internship with a college network administrator.
2. 11 years of computer experience.
3. Involved in coursework that focused on networks and their administration.
4. Proper understanding of IP protocol.
5. I have installed a router. I have linked 2 routers together.
6. I installed a switch, patch panels, and UPS systems.
7. I have extensive experience in making patch cables.
8. I am fully capable of using industry standard tools.
9. Currently, I have installed and configured both a Windows Server and Linux (LAMP) Server.
10. Configured DHCP, DNS, IIS, File Sharing, Apache, PHP, MySQL.
11. Am a very quick hands on learner
12. I have strong technical writing skills.
13. Good communication is one of my biggest qualities.
14. Early is on time, on time is late, and late is unacceptable.
15. Currently I am learning about Apple networking.

**Weaknesses**

1. I do not have real world help desk experience.
2. Web programming is a large weakness.
3. I don’t know how to go about finding IT opportunities for me.
4. I would prefer not to work alone.
5. My web design skills are lacking.

**Opportunity**

1. Because technology is so ever changing, new positions are created every day.
2. More and more companies open their doors for business each day. Most of them need a network infrastructure.
3. If I cannot make a career out of corporate settings, residential work for consumer is in high demand.
4. Most networks need to be managed by a team.

**Threats**

1. I may not have all the skills needed, I might need more schooling.
2. I lack a lot of experience in the field, other than an Internship.

**Interests**

1. Networking
2. Cabling
3. Management
4. Computers

**Objectives and Action Plan**

1. **To find out what scale network I want to administrate**
   1. *When applying for a job I’ll ask to see the networking room and see how many servers need to be managed.*
   2. *Speak with currently employed Network Administrators and understand what their job consists of.*
   3. *Research the Internet to find out how to manage small and large networks.*
   4. *Buy resources from the book store about managing networks.*
2. **Do I want to manage a network, or assist in a network?**
   1. *Apply for as much internship opportunities as possible. This will give me the largest range of experience to make my decision.*
   2. *Once again speak with current Network Administrators to get an idea.*
   3. *Manage my own home network to see if I can be capable of doing that.*
3. **Find ways to meet people in the field**
   1. *Put my name out there. Make business cards, website and resumes to show people.*
   2. *Attend meetings and network with people.*
   3. *Ask everyone I know if they have any contacts.*
   4. *Attend career fairs and specialized training sessions.*
   5. *Visit Job related online forums.*
4. **Gain more experience in the field**
   1. *Offer to network friends and families’ computers.*
   2. *Seek out non-profit organizations to help manage their network or create one.*
   3. *Volunteer at an educational institute.*
   4. *Read technical manuals on current and new technology.*
5. **Getting a job, a good job**
   1. *Check job listings (local papers, Times Union, Tallahassee Democrat)*
   2. *Check web sites like monster.com. Put up an interactive resume.*
   3. *Networking with contacts made during school.*
   4. *Find a temporary job in IT, but doesn’t necessarily have to be networks.*
   5. *Visit the FSU Career Center for the best ways to find a job.*
   6. *Ask other students what they are doing to get a job.*

**SWOT Analysis**

**STRENGTHS**

* What I’m Good At
  + I am a very organized person that stays on top of important dates, meetings, and deadlines.
  + Communication comes hand in hand with organization. I have the ability to communicate effectively with my staff.
  + Trustworthiness and accountability are also very important strengths that I have to offer.
  + Very good understanding of Windows Server 2003 and average skills with Linux distribution Ubuntu (command line). I also plan to study Apple Server as well.
  + I am very good at the dirty work of networking. I can make cables efficiently, runs wires, and install most network equipment.
* Which Strengths Do I Wish to Apply
  + It is essential for my stress levels to maintain organization. Besides in order to efficiently run a network, I need to be organized and document everything.
  + As many strengths as I can have about networking is valuable in my career field.
  + Knowing the dirty work of IT is another strength that I would like to apply in my career. IT professionals need to be well rounded with skills and knowledge.
* Prioritizing My Strengths
  + Network skills
  + Communication
  + Organization
  + Dirty work
  + Trustworthiness
* Why I Decided to Enter the Field of IT?
  + First and for most, I have an obsession with technology, gadgets, and computers. I like the idea of working with technology everyday for a living.
  + IT pays very well depending on the position.
  + Nothing else at my University excited my interests.
* My Most Notable Achievements
  + 3.8 GPA
  + Highest percent grade ever in my core Communications course.
* What Can I Bring to My Employer
  + I can bring Internship experience (16 weeks)
  + I can bring two course’s worth of hands on training and experience.

**WEAKNESSES**

* My Weaknesses Include
  + Personal
    - I prefer to work in groups or alongside someone.
    - I do value my time outside of work more than I should.
    - Staying focused on one task for a long time is hard for me.
  + Professional
    - I lack help desk experience.
    - My programming skills are limited.
    - Problem solving ability could use more practice.
* How do my weaknesses affect my job performance?
  + All these weaknesses are things I can correct before or during my job and career. My weaknesses are necessarily road blocks for my career. I can get the training and make my weaknesses my strengths.
* I do not foresee my weaknesses impacting my career goals?
* What I am Doing to Work on These Problems
  + I have purchased a Microsoft ASP.Net training manual that I will start to read and experiment with building applications.
  + I plan on learning PHP after I get a grasp on ASP.
* Think about your most unpleasant experiences in school or in past jobs and consider whether some aspect of your personal or professional weakness could be a root cause.
  + Describe: My situation was in the job setting. It was in the applying for job setting. I recently went to a career fair and felt extremely unprepared for the kinds of questions that they asked me. Mainly I was upset that I could not tell any company that I had programming experience, especially because every employer was looking for that.

**OPPORTUNITIES**

* Based on your research, what are the top 5 skills and abilities required in your particular field of expertise?
  + Technical writing
  + Communication
  + Programming & Web Design
  + Project management
  + Database management
* Do you have these skills and abilities? If not, what can you do to obtain them?
  + I have many of the skills in small forms. I feel I know a little bit about a lot of concepts.
    - I can prepare by working on my database skills at my current job. I could build them a database for all form data submitted online through forms.
    - I can also keep gaining skills by reading training manuals.
* Based on your identified strengths, which would be the most marketable in your field at this time?
  + Communication skills are the most valuable right before technical writing skills which is also my strength.
* What is the state of the market for your particular field?
  + The state of the market for my field choice is wonderful. There are jobs bursting at the seams. Most of these jobs are in the project management, web programming and finally databases.
* What formal training and/or education can you add to your credentials that might position you positively for more opportunities?
  + The only formal training that I have is my internship. I hope that my last semester in college I can take a few training sessions offered at the college.
* Would a graduate or professional degree add to your advantage?
  + In the IT world having a degree is a must have. Truthfully a master’s degree in IT would be the best to have. Unfortunately, my college does not offer an IT specific masters program. The degree basically means you are disciplined and can learn in a professional environment.
* Identify ways of broadening your opportunities (i.e. join an association/network, etc.
  + I would like to gain Microsoft basic certification for desktop help desk.
  + I would also like to gain CCNA after I graduate some time.

**THREATS**

* What Obstacles do I Face?
  + Personally
    - Working more than 40 hours a week.
    - Traveling if necessary.
  + Professionally
    - Not having the exact skill set for my job.
    - Dealing with the possibility of working alone.
* Are the requirements for your desired career field changing?
  + Each year the technology changes dramatically. Of course the requirements are changing. I have to make sure to stay up with the new fads.
* Does changing technology threaten your prospective position?
  + Changing technology does and doesn’t threaten my career in that either I can learn the new advancements and be prepared, or I could not stay up to date and get fired.
* How might the economy negatively affect your short-term and long-term goals?
  + Technology for the most part is expensive. If our country goes through a depression or worse, the my position as a technology professional would be compromised.
* Will your future organization provide enough access to new challenges to keep you sharp - and marketable - in the event of a sudden economic downtown?
  + Of course my organization will keep me up to date. It is in their best interest to be state of the art otherwise what can they offer to the public? Besides if they are not keeping their employees up to date, you can bet another competing organization will be keep up.
* Is your area of interest(s) in line with current trends?
  + Right now is a fascinating time with VIOP, dual touch screens, advanced computer chips and even robots. I love anything that is technology related.

The following chart contains a sampling of values. Think about which of these values are important to you in your personal life, as well as those which are important to you as you think about your career and why they are important. Your values are an important component of who you are as a person and may be very different from your friends.

|  |  |
| --- | --- |
| **Accomplishment** | **Integrity** |
| **Autonomy** | **Knowledge** |
| **Balance** | **Leadership** |
| **Challenge** | **Loyalty** |
| **Competence** | **Predictability** |
| **Competition** | **Recognition** |
| **Contribution** | **Respect** |
| **Control** | **Responsibility** |
| **Cooperation** | **Risk-Taking** |
| **Creativity** | **Stability** |
| **Friendship** | **Status** |
| **Fun** | **Structure** |
| **Helpful** | **Team Work** |
| **Honesty** | **Time Freedom** |
| **Independence** | **Variety** |

* Personal
  + Honesty
  + Fun
  + Independence
  + Integrity
  + Loyalty
  + Recognition
  + Respect
  + Responsibility
  + Friendship
* Professional
  + Team work
  + Responsibility
  + Structure
  + Respect
  + Risk-taking
  + Creativity
  + Cooperation
  + Helpful
  + Balance