



**Kenneth R. Tudor**  
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## SUMMARY

Proactive business experience, encompassing progressive information technology management, with a strong customer service background. Strong entrepreneurial leader with proven abilities to improve profit, reduce cost, people development and provide excellent customer service. Specific strengths include strategic planning, business development, leadership development, organization transformation, and workforce redesign.

## EXPERIENCE PROFILE

**Appleton Papers.** (West Carrollton, Ohio)

**1986-Present**

A \$1 billion Employee owned corporation comprised of three operating divisions and 3,200 employees.

### **Senior Information Technology Engineer** (2005-2008)

Reporting to Information Technology Manager, responsible for Strategic IT planning and development of innovative IT solutions.

- Developed and maintains the Enterprise Intranet and is the primary system administrator for the Microsoft Office SharePoint Server (MOSS) 2007 environment. Responsible for planning, implementation, upgrades, and system integrity.
- Tested and developed migration plan from multiple intranet technologies to MOSS environment. Developed migration processes resulting in no down time to systems users.
- Responsible for overall portal and site architecture, initial site set up, site templates, user management, shared lists and other cross-site activities.
- Responsible for configuration, management, and verification of system security, user accounts, and account permissions.
- Facilitates end user and content manager communications and training to establish and enhance their understanding of the system and skills for interacting with it.
- Provides SharePoint expertise input for requirements definition, design, development, and deployment of end-user requests for functionality enhancements and systems integrations using native capabilities of SharePoint, and potential, custom software development.
- Responsible for design, documentation, implementation, and enforcement of procedures and processes for system and site change management.
- Responsible for documentation and standard operating procedures for site administrators.
- Responsible for the installation of the application software.
- Responsible for maintenance of supporting infrastructure including planning for and implementation of hardware and software upgrades, patching, and repairs.
- Prepares regular status reports and assist management with project related budget items.
- Provides day-to-day application administration and troubleshooting for SharePoint Server 2007 and SharePoint Sites
- Responsible for troubleshooting IIS 6 and Windows Server 2003 issues related to the MOSS server farm.
- Responsible for migration of existing of SharePoint 2001, SharePoint 2003, DotNetNuke, IIS websites and company files shares into the SharePoint environment.
- Facilitates a company SharePoint users group and provide best practices and tips & tricks.
- Responsible for the creation of custom web parts for surveys, document approval workflows and project tasks.
- Responsible for InfoPath form creation and integration within SharePoint.
- Maintains the Master Page and layout.
- Provides 24/7 "Help Desk" support for system level SharePoint issue resolution.



**Information Technology Technician** (1998-2005)

Reporting to Information Technology Manager, responsible for maintaining and upgrading all software and hardware systems.

- Improved mill wide communications with the implementation of an Intranet, available to all employees, twenty four hours a day. This became the impetus of increased information sharing throughout the organization. The plant intranet was later used as a model for the design of a corporate wide intranet.
- Tested and developed migration plan from Windows NT to Windows XP. Developed certification process for all business applications prior to migration resulting in no down time to systems users.
- Assumed major leadership role in communication, employee empowerment, and culture change process.
- Provides 24/7 "Help Desk" support for PC and peripheral hardware support for 500+ users

**EARLIER CAREER**

<b>Appleton Papers Inc</b> (West Carrollton, Ohio)	<i>Material Handler</i>	<b>1986-1998</b>
<b>Graphic Packaging</b> (Franklin, Ohio)	<i>Slitter Operator</i>	<b>1983-1986</b>
<b>Nationwide Auto Parts</b> (Middletown, Ohio)	<i>Sales Associate</i>	<b>1981-1983</b>
<b>Fleenors Auto Parts</b> (Middletown, Ohio)	<i>Assistant Manager</i>	<b>1979-1981</b>
<b>Dasons Home Center</b> (Middletown, Ohio)	<i>Department Manager</i>	<b>1977-1979</b>

**EDUCATION**

**ATS**, Sinclair Community College, 2005  
**BS**, Wilberforce University, 2007

**PROFESSIONAL AFFILIATIONS & ACHIEVEMENTS**

- Sinclair Community College Alumni
- Wilberforce University Alumni
- Team Leader - Enterprise Intranet Project (Appleton)
- HP Desktop and Portable Self Maintainer certification
- A+ Certification
- Microsoft Office SharePoint Server 2007, Configuring certification
- Microsoft Office 2003 and 2007 implementation team member
- Cincinnati SharePoint Users Group member
- Benefits Communication Committee (Appleton)
- Received Golden Apple Award (Appleton)
- Recognized 4 times at the Conference for Quality Achievement (Appleton)