# CURRICULUM VITAE

**Name: SORN KHEMRA**

Nationality: Cambodian
Date of Birth: 07/December/1988
Marital Status: Married
Gender: Male
Place of Birth: SIDE II Camp (Khmer Thai border)
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## ACADEMIC BACKGROUND

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|---|---|
| 03/April/2011 | : Graduated Computer Science and Engineering (Royal University of Phnom Penh) |
| 06/August/2007 | : Graduated High School (Beung Trabek High school) |
| 15/June/2004 | : Graduated Secondary School (Psar Derm Tkov Secondary School) |
| 01/July/2001 | : Graduated Primary School (Wat Sonsomkosal Primary School) |

## TRAINING PROGRAMS COMPLETED

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|---|---|
| 12/August/2019 | : IT Governance: A Guide for IT Professional (Udemy Online) |
| 14/July/2019 | : IT Management: Essential Principles and Skills (Udemy Online) |
| 20/August/2018 | : Digital Marketing (Udemy Online) |
| 28/June/2017 | : Business English Program (CamASEAN International Institute) |
| 10/April/2012 | : Completed CCNA Exploration 1 and 2 (NiDA) |
| 20/December/2011 | : Graphic Design and Printing (Information Technology and Electronic Center) |
| 30/December/2008 | : Computer Repairing (International Technology Center) |

## LANGUAGES

Khmer - Native language
English - Good

## COMPUTER KNOWLEDGE

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|---|---|
| Networking and System | : Linux System (Fedora, Ubuntu, RedHat), Window Server (2003, 2008) Routing (CCNA), Network Design and Engineer |
| General Computer | : Microsoft Office (Ms Word, Ms Excel, Ms Access, Ms Power Point, Ms Oulook….) Computer Repairing, Maintenance and Troubleshooting, Internet Searching |
| Languages | : C, C++, Java, Visual Basic 6, VB.NET, ASP, ASP.NET, Java Script, HTML, XML, CSS |
| Analysis | : Statistics (SPSS, SPlus), Information System Analysis and Design, Project Analysis and Software Engineering |
| Database | : MySQL, SQL Server |
| Designing | : Adobe Photoshop, Adobe Illustrator, and Corel Draw …. |
| Management | : Project Management, Management Information System (MIS) |

# WORK EXPERIENCES

**Work Place** : NTC Group
**Duration** : From August 2019 – Present
**Position** : IT Manager
**Responsibilities:**
- Oversee all operational service for the business group
- Leading and managing ICT Department
- IT Policies Development
- Data Management and Security
- IT supplier coordination and support
- Server management
- Network and Infrastructure Management
- Project management and implementation
- Vendor's facilitation and management
- Cloud-based School Management System (ERP) project management and coordination

**Work Place** : LCH Investment
**Duration** : From April 2019 – August 2019
**Position** : Senior IT Executive
**Responsibilities:**
- Daily IT technical support for internal and partner
- Windows Server management
- Data security and backup
- Website maintenance and backup
- IT and Network Infrastructure Management
- Camera security and biometric system management
- IT Project Management

**Work Place** : SIHAP of MoH
**Duration** : From September 2018 – April 2019
**Position** : IT Database Officer
**Responsibilities:**
- Enter data of health partner information, program and report into DIC database
- Quarterly update of data for each health partner organization
- Generate information from DIC database and produce report as per requirement
- Perform regular backup of the database,
- Install, maintain and administer IT operations and application systems and virus protection
- Manage and troubleshoot problems related to IT, database, computers and network system.
- Provide training and support functions for all users when required
- Perform other duties as requested by the management

**Work Place** : APD Translation Service
**Duration** : From December 2017 – September 2018
**Position** : Project Team Leader
**Responsibilities:**
- Manage translate project (Movie subtitle for iflix and others)
- Lead and support team translator
- Project planning
- Translate and quality control
- General IT Technical Support

**Work Place** : World Education Australia Limited/ Good Return
**Duration** : From October 2015 – December 2017
**Position** : LMS Support Officer
**Responsibilities:**
- Helpdesk, Problem Solution & Client Support
  - Act as client contact for system and process support
  - Provide troubleshooting and hands-on help both in person and remotely

- Request and coordinate support as required from technology provider
- Develop end-user FAQ and work instruction specific to the partner use of the LMS
- Support Initial Partner Setup
  - Support initial implementation, configuration and stabilization of the LMS with partners
  - Coordinate User Acceptance Testing (UAT)
  - Work with partner to embed the LMS into their business processes
- Training and Coaching of Partners
  - Support increasing usage of the LMS through training, coaching and working closely with
  - Partners to ensure the LMS meet their needs and is an ongoing valuable tool
  - Develop and implement initial and ongoing training plan for partner LMS administrator
  - Maintenance and develop LMS training materials
  - Conduct LMS training sessions, on the job training and coaching
- System administration and Maintenance
  - Support and efficient functioning of partner LMS portals
  - Manage user accounts and permission settings
  - Coordinate system updates with partners
  - Monitor and report of LMS usage
  - Perform other system maintenance as required
  - Managing on the support desk tool
- Support New Project
  - Support and coordinate new project related to the LMS
  - Researching new tool which are support to LMS
- E-Learning
  - Produce eLearning content (Using Articulate Storyline 360)
  - Support the Organization to develop digital learning content
- Open Data Kid (ODK)
  - Design the questionnaire for digital data survey (ODK)
  - Provide support on ODK both on sever and frontend.

**Work Place  : KAPE Organization/ School Dropout Prevention Pilot (SDPP) Project**
**Duration      : From March 2014 – September 2015 (Project Ends) (1 Year and 9 Months)**
**Position      : IT Program Support Officer**
**Responsibilities: Providing general technical support and maintenance.**

**Work Place  : Mekong View Tower**
**Duration      : From July 2012 – March 2014 (1 Year and 8 Months)**
**Position      : IT Assistant**
**Responsibilities: Providing general technical support and maintenance.**

**Work Place   : AFB88**
**Duration      : From May 2010 – July 2012 (2 Year and 2 Months)**
**Position      : IT Support Officer**
**Responsibilities: Providing general technical support and maintenance.**

# REFERENCES

**1- Ms. Janet Oxley**          Title: LMS Coordinator
                                Work Place: World Education Australia/Good Return
                                Tel: +61 430088920
                                Skype: janete01

**2- Mr. Chea Kosal**           Title: Country Coordinator
                                Work Place: School Dropout Prevention Pilot (SDPP) Program
                                Tel: 017 289 299
                                Mail: kosalck@yahoo.com

**3- Ms. Ouk Sothira**          Title: Education Specialist

Work Place: School Dropout Prevention Pilot (SDPP) Program
Tel: 012 732 562
Mail: ouksothira@yahoo.com