

Resume

Name:- Shaikh Abdul Razzak

S/O:-Shaikh Abdul Latif

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About me

Highly motivated, skilled in analyzing and resolving complex technical problems, also utilizing advanced resolution procedures.

Objective

To succeed in an environment of growth and excellence and earn a job which provides me job satisfaction and self development and help me achieve personal as well as organizational goals.

Passport:-

Passport number:- R7634402

Date of issuance:- 21/12/2017

Place of issuance:- Thane, Maharashtra (India)

Valid till:- 20/12/2027

Key Skills

All kind of knowledge in C#.net, VB.net, C, C++, Java.

Good knowledge of Database Languages like Oracle, SQL Server, MS Access.

And good knowledge of Web development languages like HTML5, CSS3, Java Script, JQuery, Dreamviewer.

Well known software in accounting Tally 9.0 and Tally ERP 9.1.

Proficient in MS OFFICE.

Good knowledge of DTP (Coreldraw, Photoshop, Pagemaker, illustrator).

Outstanding analytical, problem-solving, and troubleshooting ability.

Good communication (oral and written) and interpersonal skills.

Both independent and team worker, as required.

Flexibilities to work in different environments & shifts.

Poised and patient when dealing with clients and customers.

Typing speed 30 WPM with 90% Accuracy.

Technical Skills

Operating System: - Good knowledge of Window XP, Vista, Win 7

Hardware Skill: - PC Formatting, partition, drivers installation, Windows Xp professional etc.

Installation & Troubleshooting of operating system's (Windows).

Good knowledge of MS word, MS excel and MS Power point.

Good knowledge of LAN, MAN, WAN, Crimping(Stret through, Cross Over).

Know about OSI layer and TCP/IP.

Work Experience

Working as Faculty in KUTCHI ITI(Mumbra) since 9 months.

Also handled escalations in the absence of my superior Faculty.

Educational Qualifications

Qualification
Secondary School Certificate (S.S.C)
Higher Secondary Certificate (H.S.C)
Diploma in Software Hardware & Networking Engineering.

Hobbies

Listening to music,
Learning new Programming Languages,
Learning new Database Languages and
Surfing the Internet.

Personal details

Date of birth: 10/12/1997 (Mumbai)

Languages known: Hindi, English, Marathi and Urdu.

Address:- Anil Bhagat Chawl no.01, Room no.05, Ground Floor, Dattu Wadi, Near Petrol, Mumbra, Thane-400612 (Maharashtra).

Signature:

(Abdul Razzak)