Seema Patel

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OBJECTIVE

Dedicated and skilled Backup and Storage Administrator with around 3 years of experience in designing, implementing, and managing robust backup and storage solutions. Adapt at optimizing data protection strategies, ensuring data integrity, and enhancing overall system performance. Seeking an opportunity to contribute expertise in a dynamic IT environment.

SENIOR ASSOCIATE – IT OPS SERVICES | AUGUST '24 - PRESENT

- ❖ Working on client location for handling, managing, operating and monitoring Datacenter, specifically managing all storage and backup related tasks.
- ❖ Daily monitoring of all the devices of Datacenter and report maintenance of the same.
- ❖ Monitoring HP VMware ESXI servers, HP ILOs, Onix switches as TOR switches, CISCO switches as SAN Switches, HP Storage and HP Tape library.

ANALYST– STORAGE AND BACKUP | JANUARY '22 - AUGUST '24

- ❖ Developed and implemented comprehensive backup and recovery strategies, reducing data lossincidents by 20%.
- ❖ Managed storage infrastructure, including **SAN** environments, ensuring high availability and scalability.
- ❖ Implemented and maintained disaster recovery plans, successfully recovering critical systems within established **RTO** and **RPO**.
- ❖ Performed initial storage wizard configurations after installation, provided and reclaimed **LUN** as when required.
- ❖ Collaborated with cross-functional teams to analyze data growth trends and plan for future storage needs.
- ❖ Conducted routine audits of backup processes to ensure compliance with industry standards and company policies.
- ❖ Conduct periodic testing of backup and recovery procedures to validate system reliability.
- ❖ Document backup processes, configurations, and procedures for reference and auditing purposes.
- ❖
- ❖ Provided technical support for backup and storage systems, troubleshooting issues, and implementing solutions.
- ❖ Administered backup software and hardware, ensuring proper configuration and functionality.

- ❖ Provide technical support and training to end-users on data backup and recovery procedures.
- ❖ Perform regular backups, monitoring job status, and troubleshooting issues to ensure successful data protection.

- ❖ Handling all the Roles and responsibility related to Backup and also having L1 level hands-on with storage Environment.
- ❖ Monitoring / scheduling / installing & configuring the backups for all the Windows, UNIX servers.
- ❖ Installation and configuration of **Networker** Server, Storage Node Server and Client Software installation.
- ❖ Working on **SAN (Storage Area Network).**
- ❖ Handling storage and storage devices. Working on **Dell EMC Unisphere** application for handling and monitoring storage.
- ❖ **Data Domain** configuration and device creation
- ❖ Monitor, troubleshoot and Creation of Backup Policy.
- ❖ Manage following Types of **Backups and Restores: -**
  1. File System Backup and Restores for HP UNIX Servers.
  2. Windows Server Backup and Restores.
  3. Local Backup of NetWorker Server data.
  5. MS SQL Backups and restore.
  6. Performing BMR for Window servers.
- ❖ Configuration of Volume Pool/ Media pool.
- ❖ Checking media scratch levels, storage units, storage unit groups, and Volume pools.
- ❖ Managing **library and tapes** remotely.
- ❖ Sending Monthly, Daily & Weekly tapes offsite and stored in the vault.
- ❖ Checking the status of backup jobs on daily basis.
- ❖ Working & troubleshooting on Backup Failure Trouble Tickets/incidents/ problems/ change according to account specific SLA's.
- ❖ Creating Change and Service requests for activities as per process.
- ❖ Working on restoration tickets for end users.
- ❖ Job scheduling, tracking, and taking corrective actions.
- ❖ Maintaining the media catalogues.
- ❖ Logging and following up cases with Hardware and Software Vendors to resolve issue relating library, drives, servers, etc.
- ❖ **Firmware upgrades for Tape library and storage box.**
- ❖ Performed windows server **BMR**.
- ❖ Responsible for preparing and maintaining the Backup **SLA** Report on monthly, Weekly and daily basis.
- ❖ Work with other cross-functional teams to provide seamless Service Delivery.
- ❖ Verifying and managing the scratches tapes on Daily, Weekly and Monthly Basis.

SUMMARY AND VALUE ADD:

- ❖ Prepare monthly **Storage Capacity Reports**.
- ❖ Implemented automation for media management which helped save resource time.
- ❖ Experience at **EMC Networker and EMC Storage**.
- ❖ Experience in **EMC UNITY, VNXe, VMAX** storage boxes.
- ❖ Experience in working on Dell EMC tools for storage such as **Unisphere, CloudIQ portal, Secure Connect Gateway, Unisphere for Powermax and Unisphere Central**.
- ❖ Experience of upgrading Firmware versions of **Unisphere, allocating and reclaiming LUN, initial storage configurations and RAID levels.**
- ❖ Experience of **Incident Management, Problem Management and Change Management**.
- ❖ EMC Networker version upgraded from 9.2 to 18.2 & 19.4 to 19.5,19.6,19.7,19.9, 19.10.
- ❖ Data Domain OS upgrade from 6.0.2.20 to 7.8.1.0
- ❖ Experience in handling various tape libraries like **HP MSL 4048, , Quantum, IBM, Dell EMC ML3** etc.
- ❖ Hands on experience in configuration of SQL, FS, Sybase, Exchange, VM etc. backup.
- ❖ Azure VM/ Database backup configuration and restore, Vault creation and Policy creation.

SKILLS:

- ❖ Backup Technologies: **DELL EMC NetWorker, Data Domain, Microsoft Azure Backups**.
- ❖ Storage Technologies: **EMC UNITY XT, VNXe, VMAX**.
- ❖ Operating Systems: Windows, Linux.
- ❖ Disaster Recovery Planning and Implementation
- ❖ Troubleshooting and Problem Resolution
- ❖ Strong Analytical and Communication Skills

EDUCATIONAL QUALIFICATION:

- ❖ BTech 2018, SRMGPC, Lucknow.
- ❖ 12th passed from MDJV, Siddiquepur, Jaunpur in 2014.
- ❖ 10th Passed from MDJV, Siddiquepur, Jaunpur in 2012

PERSONAL INFORMATION

- ❖ Date of Birth: 18th Oct, 1996
- ❖ Nationality: Indian
- ❖ Languages known: Hindi English.

I hereby declare that the details furnished above are true to my knowledge and I bear the responsibility for the correctness of the above-mentioned.

Seema Patel