

# NIDHI GAJJAR

[nidhigajjar.ca@gmail.com](mailto:nidhigajjar.ca@gmail.com) | +1 (437) 298 7499

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## PROFESSIONAL SUMMARY

- Proven ability to manage multiple priorities with a positive attitude.
  - Open to taking on additional responsibilities to achieve team goals.
  - Demonstrated flexibility with availability to work various shifts.
  - Strong teamwork, communication, and multitasking skills and Consistent adherence to safety standards.
  - Committed to continuous improvement and customer satisfaction.
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## SKILLS

- Good listener, well understanding, and ability to work with a team to get an effective output of the project.
  - Highly adaptive to any environment and situation. Able to handle any situation very calmly.
  - Social perceptiveness and being human behavior with all people.
  - Customer Service & Communication
  - Time Management & Flexibility
  - Material Handling Equipment (basic use)
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## PROFESSIONAL EXPERIENCE

### Customer Service, Pita Pit

Jan-2025

BISAG-N, Gandhinagar, India

- Responsible for preparing the ingredients used in the pita.
- Interact with customers at the front counter, taking their orders and processing payments.
- Maintaining cleanliness is an important part of the job. Responsible for cleaning and sanitizing various areas of the restaurant, including workstations, equipment, dining areas, and restrooms.
- Collaborate with colleagues to ensure smooth workflow, communication order details, and assist each other when needed.
- Strive to create a positive dining experience and ensure customer satisfaction.
- Managed inventory and restocked shelves, ensuring attractive product displays.

## EDUCATION

### Bachelor of Engineering, Information Technology

May 2015 - Jun 2018

GTU, Gujarat, India

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## Availability

- Available: All Day (Full-Time).



# KHYATI GAJJAR

Toronto, ON · 437-984-6266

khyatigajjar.ca@gmail.com · <https://www.linkedin.com/in/iamkhyatigajjar/>

Experienced IT professional in information systems security. Expert in client consultation, and technical studies, and delivering secure information systems solutions. Holds CompTIA Security+ certifications, specializing in information security. Committed to ongoing client support and detail-oriented in fast-paced environments. Excited to contribute technical expertise and security-focused solutions to your organization.

## SKILLS

- ACTIVE DIRECTORY
- SECURITY POLICY
- ENDPOINT SECURITY
- TCP /IP
- MOBILE DEVICE SECURITY
- WIRESHARK
- THREAT ANALYSIS
- PULSE SECURE VPN
- THREAT DETECTION
- SECURITY CONFIGURATION
- NESSUS
- IDS/ IPS
- ZSCALER
- PHISHING
- FIREWALLS
- SSL/ TLS
- NMAP
- BELKASOFT
- SECLORE
- DATA SECURITY
- HTTP/ HTTPS
- DNS/ DHCP

## EXPERIENCE

### JANUARY-2024 - PRESENT

#### CCO-FIT ORDER INPUT OPERATOR, LIFELABS, CANADA

- Processed and maintained over 450+ data entries daily with attention to detail, ensuring 100% accuracy in all reports and documentation.

### APRIL-2023 – JANUARY-2024

#### INFORMATION SECURITY ANALYST, BACANCY TECHNOLOGY, CANADA

- Provided continuous support to clients, addressing their technical needs, and ensuring the efficient operation of their IT infrastructure.
- Troubleshooting the issues reported by customers Service Level Agreements (SLA).
- Experienced for setup the devices as per company policies and requirements.
- Provided 3rd level IT support, including escalation support for IT Helpdesk, collaborated with other teams, and maintaining Service Level Agreements.
- Provided **ENDPOINT PROTECTION, REMOTE SUPPORT**, and end to end troubleshooting using the various software/ Devices and tools such as **VPN, ACTIVE DIRECTORY, DESKTOP COMPUTERS, WINDOWS SYSTEMS, MOBILE DEVICES, SERVERS, or MAC OS.**
- Resolved technical issues like installation of software, internet issue, VPN connectivity, server access, multi-factor authentication, file sharing permissions, new account creation, user account access, remote access, and permissions and managed the groups setup.
- Created and maintained technical documentation/ SOP for the end user easy reference.

### SEPTEMBER-2020 – FEBRUARY-2023

#### ASSOCIATE CONSULTANT, SEQUIRETEK PVT. LTD, INDIA

- Facilitated client meetings to gather requirements, provide solutions, and achieve satisfaction.
- Delivered engaging presentations and training programs to clients or vendors based on IT Standards and policies.
- Maintained strong relationships with clients, providing ongoing support to their software and network services and provided guidance to ensure their satisfaction and success.
- Managed Authentication system including Active Directory Server signing policies / pages for global Users, ensuring secure access and data protection.

- Administered Users management including Roles, realms rule creation /modification /deletion in admin portals of **PULSE SECURE VPN, SECLORE, and ZSCALER CLOUD BASED SECURITY**.
- Managed Access Type of **VPN**, such as **WSAM** or **TUNNEL MODE** (Split tunnel, Full tunnel).
- Provided **END-TO-END TROUBLESHOOTING** using various Technologies like **PULSE SECURE VPN, SECLORE, and ZSCALER**.
- Handled support Ticket Portals for **PULSE SECURE VPN, ZSCALER, SECLORE'S, and Admin Portals**, delivering Privilege Access to Client efficiently.
- Coordinated escalations and collaborated with internal/external teams, ensuring timely resolution of client issues, and maintaining Service Level Agreements (SLA).
- Maintained and troubleshoot networking products (e.g., Remote Access Security, VPN). Also, Generated Daily Health Check reports for the networking products.
- Delivered resolution plans for clients' system and network issues, utilizing in-depth knowledge of technologies and best practices.
- Handled incident tickets and problems until closure, effectively mitigated risks and minimized the impact on clients' operations.

#### **FEBRUARY-2020 – AUGUST-2020**

##### **FORENSIC ANALYST, LAB SYSTEMS (I) PVT. LTD., INDIA**

- Worked with various Cyber Forensic cases and various Law Enforcement Agencies using the below **Tools**:
- **Network Forensics**: Advance IP Scanner, Wireshark, Angry IP Scanner
- **Website Scan**: Web Archives, FOCA, HTTracker
- **System Imaging**: FTK, EnCase, Tableau-OpenText, Autopsy
- **Data Recovery**: Disk drill, Belkasoft, EnCase-OpenText, FTK

#### **AUGUST-2019 – JANUARY-2020**

##### **CYBER CRIME INVESTIGATION, CID CRIME & RAILWAYS, INDIA**

- Learned and trained on various forensics and crime investigation tools and methodologies such as **MOBILedit Forensic Express, XRY, Hencom (MD-NEXT, MD-RED), and Dr. Fone**.
- Learned the registered case files like Criminal cases, civil cases, and Fraud cases.

## **EDUCATION**

#### **AUGUST 2018 – JUNE 2020**

**MASTER OF TECHNOLOGY – CYBER SECURITY, RAKSHA SHAKTI UNIVERSITY, GHANDHINAGAR, INDIA**

#### **JULY 2014 - AUGUST 2017**

**BACHELOR OF INFORMATION TECHNOLOGY, GUJARAT TECHNOLOGICAL UNIVERSITY, AHMEDABAD, INDIA**

#### **JULY 2011 - MAY 2014**

**DIPLOMA IN INFORMATION TECHNOLOGY, GUJARAT TECHNOLOGICAL UNIVERSITY, AHMEDABAD, INDIA**

## **CERTIFICATES**

**CERTIFIED COMPTIA SECURITY+**

COMPTIA

**CERTIFIED CYBER SIKSHA**

MICROSOFT

**ACCESSDATA CERTIFIED INVESTIGATOR**

ACCESSDATA

**OSFORENSICS TRIAGE CERTIFICATION**

OSFORENSICS

**CERTIFIED NETWORK SECURITY SPECIALIST**

INTERNATIONAL CYBER SECURITY INSTITUTE

**CERTIFIED SHORT COURSE: DIGITAL FORENSICS**

CHARLES STURT UNIVERSITY

**NSE1 & NSE2 NETWORK SECURITY ASSOCIATE**

FORTINET

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