

Karthik Babu Ganji

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www.karthikganji.github.io

Objectives

Seeking a position in the organization that provides ample opportunity to explore & excel in my skills, conceptually strong and carving out a niche for personal, professional as well as organizational goals.

Education

Wrexham University Wales **2022**

2022 | master's in business administration

Jawaharlal Nehru Technological University Hyderabad - **2017**

2017 | Bachelor of Technology - ECE

Board of Intermediate Education Andhra Pradesh – **2011**

2011 | 12th Standard

Experience

Security Supervisor | MITIE SECURITY PVT LTD Feb 2023 – Dec 2023

Crowne Plaza, Kingston surbiton, London – KT6 5QQ

I am responsible for supervising a team of security officers at one of London's most prestigious sites. Our role is to provide security for the people who stay in hotel and to protect the integrity of the building.

Skills: Operations Management · Analytical Skills · Communication · Employee Training · Team Management · Continuous Improvement · Networking

Helpdesk Admin Sep 2022 – Feb 2023

Northwick Park Hospital | Harrow | London – HA1 3UJ

Provided efficient helpdesk support to resolve technical issues, maintained documentation, and collaborated with IT teams, using a ticketing system. Streamlined processes resulted in a 20% reduction in resolution time.

Skills: Ability to manage multiple support requests, good communication skills, strong knowledge of hardware-software & networking fundamentals, and proficiency in Ubuntu Linux commands and Windows OS.

Achievements: Received consistent positive feedback from users for excellent customer service; quick problem solver award internal team of continuous 2 months.

OPERATION EXECUTIVE June 2018 - February 2019

TCS-ION | Deccan Park HITEC City, Madhapur, Telangana, India - 500081

Operation Executive role usually changes it depends on the type of project. And My roles are Network Admin, Monitoring Servers, identifying technical errors fixing, and Conducting exams online for at least 500 Candidates and monitoring to Finish the Exam peacefully.

SALESPERSON February 2019 - March 2020

Varun Agencies | Charboul, Warangal Telangana, India – 506002

Handling the Bills, Invoices and updating in Tally Accounting software. Interacting with clients, taking new orders, and ensuring products are delivered on time. Handling the Cashflow transactions and updating the Tally.

Technical Skills

- Marketing Communications
- Tally Indian Accounting Software
- Microsoft Office
- Java

Summary of Skills

- Excellent **communication** and interpersonal skills with the desire to excel.
- **Interests** include reading the newspapers, surfing the Internet, music, and sports. And the ability to deal with people diplomatically.

- Accented with the latest trends and techniques of the field, having an inborn quantitative aptitude & determined to carve a successful and satisfying career in the industry. Enriched with the ability to learn new concepts & technology within a short period.
- Dynamic, hardworking, result-oriented engineer.

Awards

March-2019

One-time Milestone Achievement Reward

In appreciation of efforts, hard work and dedication towards running exams. The client company has announced this Reward.