

# MANAV BANDHANIA

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## ***Professional Summary***

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- Warm, friendly and hardworking individual who helps customers in any situation.
- Enjoys working closely with team members to build trust and long-term relationships with customers.
- Experience working in a busy and successful setting.
- Well organized and punctual worker who uses time effectively to meet deadlines.

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## ***Skills***

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### ***Technical Skills***

#### ➤ **HARDWARE**

- Assemble & configure computer hardware & peripherals
- Install operating system, system software, drivers, application software
- Repair & troubleshooting computer hardware

#### ➤ **OPERATING SYSTEM**

- Working on multiplatform client and server operating system
- Like windows 7, Windows 8, Windows 10 and server 2008, 2012, server 2016, 2019, 2022 & Red Hat Linux
- Install, configure, manage OS, configure maintenance utility,
- Update & OS administration.
- Troubleshooting OS problems.
- Working on Microsoft office 2007, 2010, 2013 & MAINTAIN
- ERP based report.

#### ➤ **NETWORKING**

- Install ,configure ,manage & maintain LAN/WAN Network
- Configure remote desktop, team viewer, Ammyy admin , video conferencing
- Configure, manage networking devices Router ,switch ,WAP
- Configure workgroup and client/server network environment
- Manage user, group administration
- Configure FTP,DNS,DHCP,ACTIVE DIRECTORY
- TROUBLESHOOT network issue

### ***Soft Skills***

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|--------------------------|------------------------|
| • Communication Skills   | • Interpersonal Skills |
| • Problem-Solving Skills | • Work Ethic           |
| • Time Management        | • Adaptability         |
| • Collaboration          | • Leadership Skills    |

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## ***Education***

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- **Computer Systems Networking Technician**  
Canadore College (Diploma)
  - **Computer Engineering**  
Silver Oak University (B-Tech, Ongoing)
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## ***Experience***

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- **Fast Food Crew Member**  
Provided excellent customer service and handled cash transactions efficiently while maintaining a clean and safe work environment. Developed strong communication, multitasking, and teamwork skills.