

# Matta Sai

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## PROFILE

Dedicated and detail-oriented IT Support Assistant with over 2 years of experience in providing technical support and troubleshooting. Recently acquired new skills in HTML, CSS, JavaScript, Python, Node.js, SQLite, Bootstrap, Command Line, and Git, enhancing my ability to develop and maintain web applications and databases.

## PROFESSIONAL EXPERIENCE

### Gem Motors ( Maruti Dealership)

Jan 2021 – Dec 2024 | Hyderabad

#### IT Support Assistant

As an IT Support Assistant, I am responsible for providing technical support and assistance to end-users within the organization.

My key duties include:

- **Technical Troubleshooting:** Diagnosing and resolving hardware, software, and network issues to ensure smooth and efficient operation of IT systems.
- **User Support:** Assisting users with technical problems, answering queries, and providing guidance on the use of various software applications and tools.
- **System Maintenance:** Performing routine maintenance tasks such as software updates, system backups, and hardware upgrades to keep IT infrastructure up-to-date and secure
- **Inventory Management:** Managing IT inventory, including tracking and ordering hardware and software assets as needed.

## EDUCATION

### Bachelor Of Arts ( Distance Mode )

Aug 2018 – Aug 2021

Gandhi Institute of Technology And Management,Vishakapatnam

### Intermediate in History, Economics, and Civics

Apr 2014 – Mar 2016

Andhra Pradesh State Board of Education

### Secondary School Certificate

Mar 2014

Andhra Pradesh state Board of Education

## SKILLS

**API and Web Development:** JavaScript | React JS | HTML | CSS | REST | Express JS

**Programming Languages:** Python | Node JS

**Database Management:** MySQL | SQLite

**Development Tools:** Git | Github

## CERTIFICATES

- Programming Foundations ( Python ) From NxtWave [🔗](#)
- SQL Certification From NxtWave [🔗](#)
- JavaScript Certification From NxtWave [🔗](#)
- NodeJS Certification From NxtWave [🔗](#)
- Git & CLI Certification From NxtWave [🔗](#)

## PROJECTS

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### Popular Github Repos [↗](#)

Developed a dynamic and user-friendly website using ReactJS to showcase popular GitHub repositories. Utilized GitHub API for real-time data fetching, implemented responsive design, and added filter Based on Category to enhance user experience.

## LANGUAGES

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English, Telugu, Hindi