



PANKAJ R GOVANDE

IT System Administrator seeking roles in IT Project Management, System Administration, System Analysis, Server Administration, Network Administration, Network Security, Network Troubleshooting, Hardware Networking, SLA Management, Failure Analysis

Current Location: Pune
Pref. Location: Bengaluru / Bangalore, Hyderabad, Pune
Functional Area: IT Software - Application Programming / Maintenance
Role: System Admin
Industry: IT-Hardware & Networking
Marital Status: Single/unmarried
Total Experience: 5 Year(s) 0 Month(s)
Notice Period: Currently Serving Notice Period
Highest Degree: MCM [Computer Management]
Key Skills: IT System Administrator, System Administration, System Analysis, Server Administration, Network Administration, Network Troubleshooting, Linux System Administration, AWS, Office 365, Exchange Server
Verified: Phone Number | Email - id

Last Active: 21-Jan-21 Last Modified: 21-Jan-21

Jump to Section [Work Experience](#) | [Education](#) | [IT Skills](#) | [Work Authorization](#)

Summary

- * Diligent, focused and IT Administration with 5 Years of cumulative experience in Hardware Support, Active Directory User Management, End User Support & Troubleshooting on Various Issues & Field Work.
- * Technical knowledge & proficiency in System Administration, Windows Server 20012 Installation, Active Directory, Network Maintenance, SCCM Configuration, Monitoring, Linux Administration, VMware Vsphere knowledge.
- * Hardware Maintenance, Troubleshooting of Networks & Operating Systems - Windows (All Versions) and the willingness to learn and effectively apply new technologies.

Work Experience

CHHEDA ELECTRICALS & ELECTRONICS PVT LTD as IT SYSTEM ADMINISTRATOR Nov 2019 to Dec 2020

- ? Active Directory User Management, Windows & Linux
- ? Creating User Accounts, Groups and Contacts on Active Directory.
- ? Share folder & Permissions.
- ? E mail Creation & Trabalshooting.
- ? File Server configuration Permissions & trabalshooting
- ? RAID configuration.
- ? E mails Configuration Creation Permissions apply Policy.
- ? Backup Server (Incremental, Diffrentional & Full)
- ? DNS DHCP Configuration & Trabalshooting.
- ? Knowledge of Ticketing System (C Desk)
- ? Firewall Configuration & Trabalshooting.(Watch guard, Cyber roam)
- ? DFS replication, SFTP Cage set up.
- ? Extensive experience in active directory, Group Policy Management, LDAP and SCCM
- ? Be the Subject Matter Expert for Office 365 services (Azure AD, One Drive, Teams, and Exchange Online).
- ? Responsible for establishing and maintaining O365 identity (AD Connect, Azure AD, conditional accesses) and related ob
- ? Office 365 Licensing administration
- ? Office 365 Exchange Online administration (domains, policies, transport rules, etc.)
- ? Industrialization and automation of all regular operations (reporting, clean-up, security checks)
- ? Office 365 service health monitoring, and management of service requests
- ? Support the services deployed at company scale: Microsoft Teams, One Drive, and Yammer.
- ? Conduct Gap Analysis Summary and prioritize remediation actions summary
- ? PowerShell for migration and troubleshooting.
- ? Align Office 365 technology solutions with business strategies be accountable for the security and reliability of Exchange Online and Office 365 systems and services.
- ? Tracking and escalation of incidents with Office 365 technical support
- ? PowerShell scripting experience

OMNIACTIVES HEALTH TECH.LTD as IT SYSTEM ADMINISTRATOR Sep 2017 to Oct 2019



Important

- Using Free CV Search you have access to featured candidate profiles of Naukri. You can browse through the profiles and email the candidates of your choice directly using the email option provided. To prevent misuse of candidate information, contact details and attached resume of the candidates have been withheld.

- * Handle daily technical support activities on Desktop support, data network and Server management.
 - * Identifying root cause for Application functional and Windows Updates issues by checking Event Viewer, log files and solving them.
- Creating User Accounts, Groups and Contacts on Active Directory.
- * Responding And Answering Call of IT Service desk as well as E-mail.
 - * Handling Ticket in Service desk Ticketing tool as per the company SLA Policy.
 - * Creating User Account, Distribution Groups, Security Groups, Mailbox on Office 365.
 - * Remote Support to Other locations via Govern Remote control, RDP, Team viewer etc.
 - * Administration, Disk space management for all Server.
 - * Active Directory Server Maintenance and Reset User Login Password.
 - * Maintenance of Server and Switch Room.
 - * Giving internet, common Drive folder Access to users.
 - * Repairing of corrupt user mails in MS Outlook.
 - * Symantec Antivirus SERVER Update.
 - * Provide VPN and Technical support for work from home user.
 - * Develop and manage effective professional working relationships with contractor personnel, co-workers and clients.
 - * Setup computers and install software for various applications and programs.
 - * Coordination with Dell, HP, Microsoft, cyber rom (Firewall) Vendors & technical support.
 - * Looking after the customer escalation and reaching up to the customer satisfaction
 - * Troubleshooting Domain network related issue. Configured E-mail in I-Phone.
 - * SCCM Configuration.
 - * Designing, Planning, and Implementing System Center Configuration Manager, such Planning System Center.
 - * Configuration Manager Hierarchy and site system roles. Creating and managing Boundary Groups across one or more Distribution Points. Management of site communications. (Bandwidth, Senders, Secondary Sites, etc.)
 - * Role-Based Administration: Managing custom roles and security scopes planning and securing SCCM using security general monitoring of site health via SSRS, log files, and the SCCM console. Planning, configuring and implementing a backup plan to mitigate the loss of SCCM services.

CMS INFOSYSTEM. PVT.LTD as DESKTOP SUPPORT (SYSTEM ENGINEER)
Jan 2014 to Feb 2016

- * Troubleshoot Operating systems i.e. Windows 7, Windows 8, Windows 10.
 - * Install & troubleshooting of network and USB Printers.
 - * Configuring Microsoft outlook, troubleshooting issue related to configuration and functionality.
 - * Troubleshooting of computer hardware and Network Related problem in Desktop as well as Laptop Configure & Troubleshooting wireless Network.
 - * Troubleshooting windows thin client & N Computing device related issue.
 - * Management of Thin Client - User End & Server End.
 - * Handling Projector and Video conferencing Device.
 - * Coordination with Dell, HP Vendors & technical support.
 - * Understanding of Asset inventory Record process, Movement Etc.
 - * Incident Management and resolving Incidents based on SLAs.
 - * Implementing changes based on the change management process.
- Providing Support on Windows 7 and XP environment along with MS Office 2003, 2007 & 2010.

[^ Back to Top](#)

Education

UG: **B.A (Journalism)** from **SRTMU Nanded** in **2013**
PG: **MCM (Computer Management)** from **BAMU AURANGABAD** in **2016**

Other Qualifications/Certifications/Programs:
CMS Master S certified Network Specialist
D Ted

[^ Back to Top](#)

IT Skills

Skill Name	Version	Last Used	Experience
Red Hat Linux			
Linux			
WINDOWS			
Windows 2003 File Servers			
Windows Linux.			
VMWare Vsphere			
DNS, DHCP			

[^ Back to Top](#)

Languages Known

Language	Proficiency	Read	Write	Speak
marathi	Expert	✓	✓	✓
hindi	Expert	✓	✓	✓
english	Expert	✓	✓	✓

[^ Back to Top](#)

Affirmative Action

Category: SC

Physically Challenged: No

Work Authorization

US Work Status: **Need H1 Visa**

Countries: **India**

Job Type: **Permanent**

Employment Status: **Full time**

[^ Back to Top](#)

Careers - About Us - Clients - Terms & Conditions - FAQs - Contact Us - Report a Problem - Site Map - Resources
Our Partners: Jeevansathi Matrimonials - ICIClcommunities.org - 99acres - Real Estate In India
All rights reserved © 2021 Info Edge India Ltd.

Careers - About Us - Clients - Terms & Conditions - FAQs - Contact Us - Report a Problem - Site Map - Resources
Our Partners: Jeevansathi Matrimonials - ICIClcommunities.org - 99acres - Real Estate In India
All rights reserved © 2021 Info Edge India Ltd.