

RESUME

Name: SURAJ HIRAKANT SHINDE

Address: Shivaji Nagar, Usmanabad, Pin code.413501

Mobile: +91- 7875627267

Email: 1252surajshinde@gmail.com

CAREER OBJECTIVE

To work for the organization to the best of my knowledge and ability from where the organization could benefit from my services and provide me with knowledge that are professionally important to me

EDUCATIONAL QUALIFICATIONS:

Examination	Discipline/ Specialization	School/college	Board/ University	Year of Passing	Percentage Or CGPA
Bachelor Of Computer Application	Computer Science	Bharati Vidyapeeth University, Solapur	Deemed University	2022	CGPA6.65
H.S.C	Arts	Bhosale Vidyapeeth, Osmanabad	State Board	2016	64.62%
S.S.C	10th	S.V.Bhave Vidyalaya, Guddewadi , Solapur	State Board	2014	52.60%

SKILLS;

- Operating system installation
- Excellent knowledge of Microsoft office
- Installation of different OS like Windows 7, Windows 8, Windows 10, Windows 12
- Configuration of MS Outlook and taking mail backup
- Installation and configuration on local and network printer
- User account creation
- Knowledge of adding client PC into domain
- Servers installation
- Hardware troubleshooting
- Outlook configuration
- Service desk ticketing tools
- Network troubleshooting

Experience : Rahitech IT Solution pune

Designation : Trainee IT Engineering And Desktop support.

DOJ : 10 Mar 2022

DOR: 05 Spet 2022

Experience : Tech Mahindra Business Consultant

Designation : Trainee IT Engineering And Desktop Suport

DOJ: 08 Feb 2023

DOR: 01 Aug 2023

LINGUISTIC SKILLS:

- Languages Known: Hindi, English and Marathi

PERSONAL PROFILE:

Name	:	Suraj Hirakant Shinde
Date of Birth	:	18-07-1998
Gender	:	Male
Marital Status	:	Unmarried
Hobbies	:	Cricket, badminton, reading books

UNDERTAKING :-

I here by declare that the particulars furnished above are true, correct and complete to the best of my knowledge and belief, and I bear the responsibility for the correctness of the above mentioned particulars.

Yours sincerely,

Suraj Shinde

Place: Pune

Date: / / 2023