

PUNNULATHA ROUT

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EDUCATION

University of New Hampshire - Manchester, NH

August 2023 - May 2025

Master's in Information Technology

3.9

- Related Coursework: Practical AI, Networking Technology, Integrated computing systems, Full Stack Development, Securing Software, Database Systems & Technologies

St. Anns Degree College - Hyderabad, Telangana

July 2018 - September 2021

Bachelor of Science in Computer Science

3.87

- Related Coursework: Mathematics, Statistics, Computer Science

EXPERIENCE

University of New Hampshire (UNH) - Manchester, NH

August 2024 - Present

Graduate Office Assistant

- Skills: Administrative Support, Data Entry & Management, Office Equipment Handling, Event Coordination, Document Preparation, Email Correspondence, Microsoft Office Suite, International Student Assistance & Support

University of New Hampshire (UNH) - Manchester, NH

January 2024 - May 2024

Tech Consultant/Classroom Assistant

- Skills: Version Control, Communication, Time Management, Python (Programming Language), Networking Technology, Artificial Intelligence (AI), Documentation, Collaborative Leadership, Technical Troubleshooting

INFOSYS LIMITED - Hyderabad, Telangana

November 2021 - August 2023

System Associate

- Experienced in virtual switch, storage allocation, taking backup/snapshot, management of resources and Vmotion for more than 300 clusters, hosts and virtual machines from vCenter level
- Managed a track record of executing these tasks by annually, with use of these tracking facilitated knowledge transfer sessions for new team members, and provided mentorship to team
- Attained 3 months in handling Windows and Active directory in advance leads to enhance system efficiency and security

STUMAGZ - Hyderabad, Telangana

September 2019 - December 2019

Campus Reporter - Internship

- Completing given task within 24 hours such as writing about college department activities, achievements and programs with a regular review schedule of bi-quarterly update

St. Anns Degree College - Hyderabad, Telangana

July 2018 - September 2021

Leader for Annite Readers Club - January 2020 - January 2021

- Skills: Leadership, Event Coordination, Public Speaking

Leader for Department of Sanskrit - January 2019 - December 2020

- Skills: Curriculum Development, Cultural Awareness

Leader for Department of Statistics - January 2019 - December 2020

- Skills: Statistical Analysis, Team Collaboration

Classroom Assistance - January 2018 - January 2019

- Skills: Classroom Management, Student Support, Communication

TECHNICAL SKILLS

- Computer Languages: C, C++, PYTHON
- Database Technologies: DBMS, MySQL
- Web Frameworks: Hugo, Django
- Version control: Git
- Scripting and System Administration: PowerShell, Active Directory Administration, Windows System Administration, Unix Shell Scripting
- Languages: English, Hindi, Telugu, Odia

PROJECTS

- Artificial Intelligence (AI) Course - Faculty and Student Class Scheduling Project
- Database Systems & Technologies Course - Hotel Management Project
- Full Stack Development Course - Cinesearch Project