

# **CURRICULUM VITAE**

## **SHIBNATH SINGHARROY**

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### **CARRER OBJECTIVE:**

My objective is to serve with an esteemed organization where I can work and learn the professionalism with sincerity, honesty and integrity to achieve company's target.

### **WORK EXPERIENCES:-**

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a) Present Employment: On Shapoorji Pallonji & Co. Ltd. (September 2011 - till date)

Designation : IT Support

Following are the sites which I have worked and provided support for all IT services.

1. GMR, SEPCO Power Plant, Odisha. & Jindal India Thermal Power Plant, Derang, Kaniha Odisha. (2011 to 2013)
2. Malbazar Hospital Site & Jalpaiguri Hospital Site (2014 to 2019)
3. Agriculture Collage, project at Kishanganj Bihar (2014 to till date)

Following support is being provided by me to the project team, as i ensured setup and maintenance of all it services:

1. Analyzing the project site and coordinate with the project team to establish Network (Sify Network Tower) at site for internet connectivity.
2. Charting out the service requirements as per the needs of the project.
3. Floating enquiries in the market and comparing quotation to negotiate a cost effective IT solution to the project requirements.
4. After delivery of all IT components (PCs, LAN/WIFI setup, Printing setup), I have installed them into their position alongside ensuring proper concealing of cables/wires.
5. Installing software as per the requirement of various departments (IP configuring and Domain joining also Outlook configure in mail).
6. Troubleshooting any improper functioning machine to provide solution and thus ensuring smooth running.
7. Periodically provide maintenance of all installed services so as to ensure the connectivity remains unhindered.
8. On completion of the project I coordinate with various active projects and transfer the various IT Service components after carefully dismantling them

9. Coordinating with regional office and Headquarters for setting up timely interaction through Video Conferencing.

**Handling some jobs of planning department:**

DPR sheet (Daily Progress Report) & Month vs. plan achievement of the site.

**STRENGTHS**

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- Willingness to enrich knowledge.
- Passionate towards work, dedicated, self-dependent, disciplined.
- Maintenance all type of IT Records & Documents.
  
- Working in SAP system.
- Good Communication skill to present points precisely and clearly.
- Good problem solving ability and analytic skill to solve the problem efficiently.
- Very good team player and have excellent interaction skill to coordinate and work within a team.

**EDUCATION**

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- **Graduation** from Manav Bharti University in 2013
- **Higher secondary** from WBCHSE in 2008
  
- **Matriculation** from WBBSE in 2006
- **Professional Qualification: -**
- Diploma Hardware & Networking & CCNA from CMC Tata Ltd with A Grade Marks.

**Software Handled**

- Windows XP, Vista, 7, 8, 8.1, 10
- Microsoft Office
- Microsoft Outlook
- Skype, Polycom
- ERP, CITRIX, SAP, WIN VNC, OCS, SCCM
- Miscellaneous Software as required by Project Requirement

**Soft Skills**

- Good Communication skill to present points precisely and clearly.
- Good problem solving ability and analytic skill to solve the problem efficiently.
- Very good team player and have excellent interaction skill to coordinate and work within a team.

### **Extracurricular activities**

- Captain and striker batsman of own department in college cricket team.

### **PERSONAL DETAILS**

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Name : Shibnath Singha Roy  
Father's Name : Late Ramprasad Singha Roy  
Permanent Address : Haripal, Khamarchandi  
Dist : Hooghly  
Pin : 712405  
Date of Birth : 26/07/1989  
Gender : Male  
Marital Status : Married  
Languages Known : English, Hindi & Bengali.  
Nationality : Indian.  
Salary : Negotiable

I, hereby declare that the above-mentioned details are true and correct to the best of my knowledge.

**Date:**

**Place:**