JITENDRA KUMAR GUPTA

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Gurgaon (Harayana)

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## **CAREER OBJECTIVE**

To pursue a professional career in an organization where I can constantly grow within the company, acquire specific skills at each level and give my best efforts to work for overall stability and prosperity of the company.

## **ACADEMIA**

|  |  |  |  |
| --- | --- | --- | --- |
| * Passed B.Tech (EEE), from Graphic Era University with an aggregate of 75.66**%** in the year 2012. * Passed class XII from CBSE board with an aggregate of 79.6**%** in the year 2008. * Passed class X from CBSE board with an aggregate of 79.4**%** in the year 2006. |  |  |  |

## **SUMMER TRAINING EXPERIENCE**

Project Title: Hydro Power Plant

Organisation: Khodri hydro power plant. (UJVNL)

Designation: Trainee

Period: 6 weeks

**Key Learnings:** Electricity generation in a hydro power plant, its transformation and distribution.

## **PROJECT UNDERTAKEN**

Project Title: Solar and electricity powered inverter

Description: Design of an inverter which charges its battery with AC mains as well as solar energy.

## **COMPUTER SKILLS**

Basic: Ms Office (Word, Excel, PowerPoint)

Operating System: Windows 2000/XP/Vista/Seven

**WORKING EXPERIENCED**

**Since June 2015 to till date**. I experienced with JLL as a Engineer (Electrical)

* Supervises activities pertaining to all soft services and engineering services.
* Coordinates with Helpdesk for timely resolution of requests / complaints.
* Generates periodical MIS reports as required by the Client.
* Co-ordinates with Annual Maintenance Contract (AMC) service providers for regular & break down maintenance activities.
* Coordinates with In-house team and service provider for equipment PPM.
* Updates PPM schedules and maintain PPM records in designated files.
* Ensures all the AMC equipment’s mentioned in report. Are serviced on time and service report forwarded to Client.
* Regularly reviews with Client - and Operation Manager and highlights any operational discrepancies if any.
* Ensures that team members/ vendors meet all safety guidelines/ requirements.
* Maintains all service records and test certificates
* Analyses/ Recommends solutions on the complaints.

**June 2012 to June 2015. I experienced with EFS Facility LTD as a GET & Shift engineer (Electrical) in different site.**

**Since May 2014 to June 2015 at DELL International Sec-43.**

**Since June 2012 to May 2014 at Niltech Site Bharti Airtel**

The main work is to maintain the Building Electrical and other type of equipment.

* Operation and Maintenance knowledge of DG & HVAC Plant.
* Operation and Maintenance of different circuit breaker & Transformer (2500KVA).
* Operation and Maintenance knowledge of UPS.
* Operation and Maintenance of fire detection system.
* Operation and Maintenance knowledge of STP and WTP.
* Knowledge of BMS.
* Knowledge of Fire Extinguisher.
* Operation and Maintenance knowledge of Lift
* Knowledge of Hydro Power generation (120MW), Feeder (220KV) and distribution (33KV).
* Knowledge of Electrical equipment use in Power distribution. (33kv)
* Enterprising leader with a solid record of contributions that streamlined operations and enhanced internal controls.
* Directed cross-functional teams using interactive and motivational leadership.
* Knowledge of Standards ,SOP, All types of Permits and LOTO Procedure.
* Maintain all records like all Compliance , daily report ,calibration certificate , billing etc.

**HOBBIES**

* Playing cricket
* Listening to music
* Writing poems

## **EXTRA CURRICULAR ACTIVITIES**

* Participated in school level drama and received applauds.
* Participated in 1500 metre race and won silver medal under district school level.
* Member of discipline committee in college fest.

## **KEY SKILLS/STRENGTH**

* Hardworking and punctual.
* Ability to work in a team.
* Good learning skills.
* Good computer literacy skills.

## **PERSONAL DETAILS**

Date of Birth: 24-03-1990

Father’s Name: Bairistar Gupta

Languages Known: English, Hindi

Permanent Address: Vill- MathiyaMahabal

PO- Mahuapatan

Dist- Deoria , Uttar Pradesh (India)

Date:

Place: (JITENDRA KUMAR GUPTA)