Microsoft
C E R T I F I E D
Systems Administrator

Chetan Mahajan
14 Yrs. - System Administrator

CCNA
CISCO ®
CERTIFIED

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Objective: - To specialize & build career in System Administration & SharePoint Administration.

Professional Certifications: -

MCSA Microsoft Certified System Administrator:

70-284: -   Implementing and Managing Microsoft Exchange Server 2003.
70-290: -   Managing and Maintaining a Microsoft Windows 2003 Environment.
70-293: -   Planning and Maintaining a Microsoft Windows Server 2003 Network Infrastructure.
70-294: -   Planning, Implementing and Maintaining a Microsoft Windows Server 2003 Active Directory
                 Infrastructure

Qualifications and Courses: -

- Completed the course and had achieved certification of CISCO CERTIFIED NETWORK ASSOCIATE (CCNA)**”**. Candidate ID: CSCO11449471
- Completed MCSE CORE. and had achieved the certification of MCSA
- B.C.S (Bachelor Computer Science)

SUMMARY OF SKILLS: -

- ✓ Passionate, diligent, and focused Engineer with 8 years of cumulative experience as a System administrator/ SharePoint Administrator / Network Administrator.
- ✓ Technical knowledge & proficiency in system administration, SharePoint Administrator, network maintenance, hardware maintenance, operating systems, Linux, IOS, Windows (All versions) and the willingness to learn and effectively apply new technologies.
- ✓ Analytical thinker, consistently resolving ongoing issues, often called upon to consult on problems that have eluded resolution by others.
- ✓ Extensive exposure to a comprehensive range of team activities, thrive on working in challenging environment.
- ✓ Demonstrated problem analysis/ resolution skills, ability to troubleshoot, solve problems quickly & completely.
- ✓ Client management skills ability to build strong, lasting and mutually beneficial relationships.

PROFESSIONAL WORK HISTORY: -

Organization – MindTech Services   **From: 09/2016 until 12/2018**

Designation**:**   IT Manage
Platform**:**   Microsoft Windows server 2003/2008/2012/2016/2019/Linux
Responsibility:

- Leading a team of Manged services for 10+resources to manage the infrastructure including Windows, Network, Security, Backup and Storage technology. (Specialized services)
- Providing site acquisition, execution of ad hoc projects, end to end support to clients, configuration & design implementation of switches/routers and cutover planning & configuration.
- Perform various VAPT via global tool and supervisor resources.
- Responsible for preparing, updating, and sending dashboards to the management in real time and provide periodic system review to measure the performance throughout the organization.
- Managing and monitoring operations to ensure all SLA contractual parameters are met; document services provided by the company, define response time and establish responsibilities as a service provider.
- Managing oversight of evaluation, deployment and administration of all Information Technology software, hardware, and database and network systems within the organization.
- System administrator for providing Technical Services and support Servers of clients at onsite and offshore.
- Manage Windows Azure and AWS
- Share Point Administration (SharePoint 2010, SharePoint 2013)
- Share Point Configuration (SharePoint 2010, SharePoint 2013)
- Microsoft SQL 2008 / 2012 R2/ 2016 Server administration

Organization - Sunflower Information Technologies Pvt. Ltd   **From: 09/2011 until 12/2017**

Designation**:**   Consultant System Administrator
Platform**:**   Microsoft Windows server 2003/2008/2012/2016/Linux
Responsibility:

- System administrator for providing Technical Services and support Servers of clients at onsite and offshore.
  - ✓ Linux servers
  - ✓ Microsoft Windows 2003/2008/2012 Servers
- Manage Windows Azure and AWS
- Share Point Administration (SharePoint 2010, SharePoint 2013)
- Share Point Configuration (SharePoint 2010, SharePoint 2013)
- Microsoft SQL 2008 / 2012 R2/ 2016 Server administration

Organization - Kalinga Data Link Pvt. Ltd. (Cientive Group, Inc.) From: 05/2009 until 06/2011

Designation**:**   System Administrator
Platform**:**   Microsoft Windows 2003/2008/Linux
Responsibility:

- Worked as system administrator for providing Technical Services and support Client Machines
- Linux server administration
- Microsoft Windows Server 2003/2008 administration,
- Share Point Configuration, Share Point administration.

Organization - Marshal IT Services Pvt. Ltd   **From: 05/2007 until 10/2007**

Designation**:**   System Administrator
Platform**:**   Microsoft Windows 2003/Linux
Responsibility:

- Worked as system administrator for providing Technical Services and support 120 Machines.
- Linux server administration
- Microsoft Windows Server 2000/2003 administration
- Network and hardware Support
- Drishti Dialer administration

TECHNICAL SKILLS: -

- Support LANs, WANs, network segments, Internet, and intranet systems.
- Maintain system efficiency.
- Ensure design of system allows all components to work properly together.
- Troubleshoot problems reported by users.
- Make recommendations for future upgrades.
- Maintain network and system security.
- Analyze and isolate issues.
- Monitor networks to ensure security and availability to specific users.
- Evaluate and modify system's performance.
- Identify user needs.
- Maintain integrity of the network, server deployment, and security.
- Ensure network connectivity throughout a company's LAN/WAN infrastructure is on par with technical considerations.
- Maintaining DHCP service on windows 2008/2012 and Linux server.
- Design and deploy networks.
- Perform network address assignment.
- Assign routing protocols and routing table configuration.

- Assign configuration of authentication and authorization of directory services.
- Maintain network facilities in individual machines, such as drivers and settings of personal computers as well as printers.
- Maintain network servers such as file servers, VPN gateways, and intrusion detection systems.
- Administer servers, desktop computers, printers, routers, switches, firewalls, phones, personal digital assistants, smart phones, software deployment, security updates and patches.
- Share Point configuration and administration.
- IIS (Internet Information Service) 6.0,7.0,7.5, 8 configuration and administration.
- Good knowledge of Web hosting. (Godaddy, HostGatter, Softlayer etc.).
- Microsoft windows Azure Administration.
- Create and manage Virtual machine on windows azure, Configure and manage App Server on virtual machine, Create and manage websites, Create and manage MSSQL database, Integrate Active directory, Traffic Monitoring, managing all backups, Create and manage online storage, Log monitoring.
- Basic administration for PostgreSQL database.
- PHP Configuration Using Xampp, Lampp.
- Virtualization using VMware.
- Manage MySQL Database.
- Fortinet, Cyberoam firewall installation.
- Managing Server as a Domain Controller.
- User and Group Security.
- Create ISO certification related Documentation.
- Handling Hardware and Networking Labs.
- Installation, administration and Maintenance of server with the required operating systems like windows 2003/2008/2012 R2.
- Hands on experience on Windows server Management.

Personal Details: -

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