

# RESUME

**Rahul O. Shinde**

**Add: At / Post – Saikheda, Tal. - Niphad, Dist. – Nashik**

**Mob. – 9158689158**

**Email ID :-[shinderahul488@gmail.com](mailto:shinderahul488@gmail.com)**

**DOB : 04-01-1993**

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## **Career Objective :**

Seeking A Position To Utilize My Abilities, Knowledge & Interpersonal Skills In The Industry To Achieve The Required Goals & That Offers Professional Growth While Being Resourceful, Innovative & Flexible.

## **Industrial Experience :**

### **Computer Operator**

#### **Satyam Agro Industries, Saikheda. (Duration : 2 years)**

- Maintained records of all maintenance conducted.
- Conducted follow-up actions on all customer queries to ensure improvements in customer service.
- Assisted in the recovery activities during failures to restore normal operations.
- Ensured that all computer servers are all in proper working conditions.

#### **Kalyan Rural Empowerment Developement InfoFinTech Foundation, March 2019 To July 2021**

### **Job Profile – IT Executive**

- Installing and configuring computer hardware, software, systems, networks, printers and scanners
- Monitoring and maintaining computer systems and networks
- Responding in a timely manner to service issues and requests
- Providing technical support across the company (this may be in person or over the phone)

- Setting up accounts for new users
- Testing new technology
- Possibly training more junior staff member

### **Educational Qualification:**

<b>Exam Passed</b>	<b>Board/ University</b>	<b>Year Of Passing</b>	<b>Percentage</b>
<b>S.S.C.</b>	NASHIK	2009	57.84 %
<b>H.S.C</b>	NASHIK	2011	51.17 %
<b>BCA</b>	PUNE	2020	57.72

### **Computer Skills:**

- Excellent in logic and detail skills
- Excellent in communications and written skills
- Proficient in using the operating systems
- Completed **MS-CIT** In July -2011 with **79%**

**Tools & Framework:** CSS, Ionicons & Font Awesome, Java Script, Bootstrap, Wordpress, Ajax, JQuery, Ajax, SEO, JSon, Domain & Hosting

**Operating System:** Windows 98, Win 7, Dos

**Ms-Office:** Ms Word, Excel, Power Point.

### **Certifications:**

BC/BF Certified from IIBF (Indian Institute of Banking and Finance) with 53%

### **Declaration:**

I Hereby Declare That The Information Given Is True To The Best Of My Knowledge. I Will Make It My Earnest Endeavor To Discharge Competently And Carefully The Duties You May Be Pleased To Entrust With Me.

**Shinde Rahul**