

# Mohit Shamuwel Kharat

**Communication Address:**

Flat no. 36, B2, Shraddha  
Garden Housing Society,  
Behind Nabhangan Lawns  
Wadala Pathardi Road,  
Nashik 422009 Maharashtra,  
India.

**Mobile Number:** 8007778772  
7028097192

**Email Address:** [mohitkharat@gmail.com](mailto:mohitkharat@gmail.com)  
[mohitkharat@tuta.io](mailto:mohitkharat@tuta.io)

## Professional Summary

Passionate Network Administrator, managing 80+ systems solely. Increased efficiency to manage IT issues in CTR by 20%. Proposed improvements in IT policy of the company. Advised to implement usage of open source software resulting to cut down 50% of cost in purchasing new Computers for office use. Seeking to learn and advance my skill sets as a Network Administrator

## Key Skills

- Routing and Switching
- Networking
- Training
- Communication
- Presentation
- Soft skills
- IT Support
- Troubleshoot Hardware, Software and Network issues
- Network Security
- Office Suites
- Virtual Box

## Work Experience

**November 2018 – Present****Management Information Supervisor (Nashik Operations)**

CTR Manufacturing Industries Limited, Nashik, Maharashtra, India

- Performed system maintenance and upgrades, including patches, service packs, hot fixes and new security configurations.
- Installed, configured, and supported local area network (LAN), wide area network (WAN) and Internet system.
- Provided all required network documentation to inform management.
- Planned, coordinated and implemented network security measures.

**August 2014 – November 2018****Freelancer Trainer and Consultant**

Computer Forensics and Mobile Forensics, Aurangabad, Maharashtra, India

**April 2016-July 2016****Technical Officer and Executive Personal Assistant**

Ekologie Forte Private Limited, Aurangabad, Maharashtra, India

- Orchestrated successful conferences and business meetings.
- Provided multifaceted services to the executive director by running errands, managing mail, scheduling appointments and arranging transportation.
- Arranged domestic travel plans and itineraries, including flight, train, car service and restaurant reservations.
- Responded to emails and other correspondence to facilitate communication and enhance business processes.

**December 2015-April 2016**

**Advisor (Junior Executive)**

Vodafone India Services Private Limited, Pune, Maharashtra, India

- Responded to support requests from end users and patiently walked individuals through basic troubleshooting tasks.
- Documented all transactions and support interactions in system for future reference and addition to knowledge base.
- Explained technical information in clear terms to non-technical individuals to promote better understanding.

## Academic Qualifications

**September 2011 - June 2014**

**Bachelor of Science with Honours in Forensic Computing**

Canterbury Christ Church University Canterbury, England

**September 2010 - June 2011**

**International Foundation in Sociology and Social Science**

Canterbury Christ Church University, Canterbury, England

**August 2006 - March 2008**

**11<sup>th</sup> and 12<sup>th</sup>**

Milind College of Science, Aurangabad, Maharashtra, India

**June 1994 - April 2006**

**Schooling**

Holy Cross English High School, Aurangabad, Maharashtra, India

## Additional Training and Qualification

**December 2019**

**Cisco Certified Network Associate (CCNA, Certificate of Completion)**

**August 2018**

**Certificate in Core Module in Apologetics**

**January to June 2017**

**Business and Entrepreneur Discipleship Training School**

**October 2014**

**Certificate in Christian Apologetics**

## Voluntary work and additional Information

- Worked as a volunteer for an organization helping with the digital designing and counseling young people.
- Organised and conducted seminars and workshops for young people.
- Notice Period: 1 Month

- **Languages:**

English	●	●	●	●	●
Marathi	●	●	●	●	●
Hindi	●	●	●	●	●