Ajith Kumar Borra

System Administrator

Personal Info

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Skills

Problem Solving
A technical mind
In-Depth Knowledge of computer systems
Enthusiasm

Programming Languages

PHP
MySql

Languages

English
Telugu
Hindi

System Administrator with over 4 years experience specializing in IT Department management. Good communication and team skills, interpersonal skills with strong analytical ability and problem solving capability.

Experience

Chevronne Softech Pvt Ltd.

May 2017 - Oct 2019   - System Administrator

- ❖ Configuring and establish Routers in the network.
- ❖ Knowledge on Active Directory.
- ❖ Knowledge on configuring GSM gateways.
- ❖ Plan and perform appropriate procedures, documentation, inventory assessment, and other procedures related to IT
- ❖ Inventory and provide accounting of resources including software, server, workstation and lap top systems
- ❖ Prepare and deliver new laptops, PCs, Printers and other IT hardware.
- ❖ IT inventory and asset management.
   Escalation support from desktop Services and branch IT teams for desktop and related issues.
- ❖ Configuration of CCTV, Biometric attendance system.
- ❖ Remotely managing 13 branches over India.
- ❖ Performing and coordinating effective installation and performance of advanced operating system hardware and software on laptops, desktops & servers.
- ❖ Maintain, monitor, analyze system components and make recommendations regarding computer system security, monitor network, computer and disk utilization.
- ❖ Installation and Maintenance of Desk Jet Printers
- ❖ Update systems and processes as required for enhanced functionality and security issue resolution.
- ❖ Administrate infrastructure, including firewalls, databases, malware protection software and other processes.
- ❖ Co-coordinating with ISP vendors and maintain link up time.
- ❖ Tested End Point Management Tools like Kaseya.

Declaration:

Jasper Automobiles Pvt Ltd.

April 2015 – May 2017   *- System Administrator*

- ❖ IT inventory and asset management.
- ❖ Prepare and deliver new laptops, PCs, Printers and other IT hardware.
- ❖ Troubleshooting skills in Active directory and File server related issues on client side
- ❖ Performing and coordinating effective installation and performance of advanced operating system hardware and software on laptops, desktops & servers.
- ❖ Installation and Maintenance of Desk Jet/Ink jet Printers and Network Printer.
- ❖ Installing and configuring operating systems and software package

Strengths

- ❖ Keen learner with positive thinking and attentive manner.
- ❖ Versatile with ability to learn new tasks/skills quickly.
- ❖ Able to work proactively and as part of a team.
- ❖ Dedicated to maintaining high quality standards.
- ❖ Adaptability towards new surroundings and enthusiastic towards new aspects of work.

Extras

- ❖ Installed web server and hosted in Amazon aws.
- ❖ Installed and configured mail server in Linux.
- ❖ Designed and hosted a website using HTML and PHP.

I hereby declare that the aforementioned information is true to my knowledge.