

Akshat Dabral

(M) +91 9716692396

Email: akshatdabral04@gmail.com

PERSONAL STATEMENT

A results driven professional with proven technical, communication and leadership skills. Manages a range of stakeholders within the government sector to provide solutions and implement complex technologies in a changing environment. Risen up the rank within IT team to be a key member for pan India projects.

EDUCATION/QUALIFICATIONS

- Master of Computer Application (MCA) from Sikkim Manipal University, in 2012 with 1st division.
- Bachelor of Computer Applications (BCA) from Guru Gobind Singh Indraprastha University, Delhi in 2010 with 1st division.

WORK EXPERIENCE

Computer Assistant (July 2018 – Current)

TLC, SLBSNS University, New Delhi

- Apprise and assist the Director in implementing various programmes under PMMMNMTT scheme of Ministry of Human Resource Development, Government of India.
- Prepared proposal and provide detailed reports to the seniors using data analytics helping in the decision-making process.
- Responsible for implementing all technical aspects including software solutions for successful conduction of National seminars, workshops and conferences etc. in both online and offline mode.
- Technically assisted in the development and successful implementation of the Annual Refresher Programme In Teaching (ARPIT) 2018 & 2019 for Higher Education Faculty through SWAYAM platform.
- Responsible for resolving all technical and miscellaneous issues arise time to time.

Freelancer (July 2016 – June 2018)

- Created websites for clients using WordPress and specialized plugins for SEO, including coding of custom WordPress themes and template files using HTML, CSS and PHP.
- Deployment of WordPress website from scratch on Amazon Web Services (AWS) cloud, including setting up servers, storage and networks within a virtual private cloud (VPC) environment.
- Created PPC (pay-per-click) campaigns to run on Google AdWords and tracked campaign results using Google Analytics to gain insight on customer interaction and behavior and drove increased revenue.

IT Consultant (June 2015 – June 2016)

Central Board of Secondary Education, Delhi

- Worked as an IT Consultant to perform different roles and responsibilities based on the type of projects; ranging from providing and implementing software solution to create virtual classrooms, feedback analysis and administering Mentoring & Monitoring (M&M) website. The roles invariably involved working with senior stakeholders in the organisation providing necessary guidance and support.

Some of the key roles and activities performed were:

Associated with the UDAAN project:

- Advised the senior stakeholders to conduct the virtual classes for UDAAN (a project of Ministry of Human Resource Development) with the help of PHP and specialized virtual software.

Mentoring and Monitoring (M&M):

- Administered and optimized “M&M” website. Wrote code in ASP and added new functionalities resulted in consistency across the website and self-service.

- Provided the detailed reports to the seniors on information received from the users of M&M by slicing up the data in different ways using analytics.

Section Officer IT (Oct 2014 – May 2015)

Central Board of Secondary Education, Delhi

- Head of the IT department of Central Teacher Eligibility Test (CTET) unit, successfully conducted Teacher Eligibility Test twice a year nationally and internationally. Responsible for centres fixation and appointing observers to the centres.
- Led a 7-member team to resolve all technical and miscellaneous queries within a short duration of time.
- Responsible for administering CTET official website in ASP.NET as well as provided the detailed reports on candidates as per centres to the senior stakeholders using data analytics.
- Entrusted with the responsibility of handling custodian records (database) of Jawahar Navodaya Vidyalaya Selection Test (JNVST) and successfully conducted the JNVST three times in a calendar year. Also played a crucial role in preparation and verification of JNVST-15 result.
- Successfully conducted the Proficiency Test – 2015 for class X.

Computer Assistant (December 2012 – September 2014)

Central Board of Secondary Education, Delhi

- Responsible for maintaining a database of candidates, centres and observers for CTET in SQL and FoxPro.
- Created reports for the senior stakeholders using FoxPro.
- Responsible for resolving all technical issues arise time to time.

SKILLS

Certifications

- Google's Digital Garage Certification in "Online Marketing Fundamentals".
- Microsoft Certified Professional (Implementing Microsoft Azure Infrastructure Solutions).
- .NET Certificate from DUCAT.

ACHIEVEMENTS/TIMELINE

2020 Successfully conducted 05 online national programmes till date.

Completion Certificate on "Marketing Automation Masterclass" by Digital Deepak and attended Amazon's AWSome Day Conference.

2019 Successfully conducted 13 programmes.

2018 Google's certification in Online Marketing Fundamentals.

2017 Became Microsoft Certified Professional.

2016 Conducted 6 Mentoring and Monitoring Workshops within 2 months, started freelancing.

2015 Successfully conducted Proficiency Test -2015; Promoted to the post of Consultant, entrusted with the responsibility of UDAAN project.

2014 Promoted to the post of Section officer IT; successfully conducted CTET and JNVST examinations.

2013 Core member of the team that successfully organized Rashtriya Ekta Diwas (National Unity Day) throughout the Country.

2012 Completed MCA; Joined Central Board of Secondary Education.

2010 Completed Bachelors of Computer Application (BCA).

2006 Passed Higher Secondary Examination.

2004 Passed Secondary Examination.

INTERESTS

Reading technology blogs, solving puzzle, travelling and listening to music.

PERSONAL DETAILS

Address	404 Aravali Apartment, Kaushambi, Ghaziabad, Uttar Pradesh-201010	Date Of Birth	04-06-1989
Nationality	Indian	Sex	Male
Marital status	Unmarried		

"I hereby declare that the above information's are true to best of my knowledge."

PLACE:

(AKSHAT DABRAL)