

CURRICULUM VITAE

H. N. 14/542,
BEHIND GURUDWARA,
NEAR PRIYANKA ATTA CHAKKI,
LODHI PARA, STATION ROAD,
RAIPUR (C.G.), Pin: - 492009

MANOJ MALHOTRA
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OBJECTIVE:

To work in an organization where my skills can be effectively utilized and to pursue a successful career by constantly upgrading organizational skills seeking multi-dimensional growth both personally and professionally.

WORK EXPERIENCE:

Currently working as a Network Engineer in Trimax IT Infrastructure and Services Pvt. Ltd., Deployed in NIC (National Informatics Centre) at Balodabazar-Bhatapara (C.G.) Since from June 2019.

Past Experiences:-

Worked as a Project Manager in a Private firm named Shukla Saw Mill, Raipur (C.G.) , Since from February 2014 to May 2019.

Job Profile:-

- To lead the team of 8-10 members with complete information providing to all related to the job.
- To make all the necessary receipts for the workflow of the system and make the bills with use of TALLY ERP 9 for the bills and put the same for the clearing of that bills.
- Take the complete information from clients and provide to team to do the work in same way so that customer requirement will be fulfill when they required.
- To satisfy the client weather their requirements will be fulfill in appropriate time provided by us.
- Daily follow up with the client and same provide to team to do the same work in same day also customer satisfaction is more important to complete each work.
- To do how the system will flow in proper manner to from material goes to company to making of material in different shape and size and the how the bills is to be raised and the submit it to concern department of the company.

Past Experiences:-

Worked as Site Electrical Engineer (Project) in Krishna Enterprises, Agra (U.P.). from April 2013 to September 2013.

Job Profile:-

- To lead and handle the team of 5-6 members in all the manner also complete the work step by step and proceed to the next step.
- To manage the team with fluency of working and also manage the time to complete the work within time limit.
- To visit the site daily and guide the team members for there working and also clear the doubts of client or customer and also make some changes regarding the work.
- To take measurement and also SLD's of electrical and also take clarification from client to proceed the next step.
- To clear all the doubts from client or else any one and finally complete the site and also complete the paper work and at last hand over the site to the customer or client .

EDUCATIONAL QUALIFICATION:

Name of Examination	Board/ University/ Institution	Year	Percentage/Division
B. E. (ELECTRICAL & ELECTRONICS)	Chhattisgarh Swami Vivekananda Technical University, Bhilai (C.G.)	2012	65.74% (1st div)

SEMESTER- WISE DETAILS OF UG STUDIES:

UG	I	II	III	IV	V	VI	VII	VIII
SPI	6.37	7.03	7.50	7.03	7.72	6.90	7.58	8.26
MARKS	578	635	663	600	663	614	707	748

OTHER QUALIFICATION:

Name of Examination	Board/ University/ Institution	Year	Percentage/ Division
Diploma in Computer Application	Sterlite Foundation	2006	70.0%
Certificate in Information Technology	IGNOU, Delhi	2020	58.0%

TRAINING UNDERGONE:

Organization : **BHILAI STEEL PLANT, Bhilai (C.G.).** (MAY – JUNE, 2010)
 Duration : Vocational training (minor) during semester break (training period of 27 days).
 Learn : Known about **CRM Electrical Shop, Merchant Mill, Transport & Diesel Shop.**

Organization : **CSPDCL, (O&M) DIVISION, Siltra Raipur (C.G.).** (JUNE – JULY, 2011)
 Duration : Vocational training (major) during semester break (training period of 41 days).
 Learn : Known about **Transformers & Transmission Lines, Substations.**

WORKSHOP SKILLS:

- Participated in a 2 days **PLC Workshop** organized by **ENTEC** at college.

ACADEMIC PROJECT:

Project Title	Minor	Major
	Automatic Synchronization of Three Phase Line	PC Control Automatic Material Handling Robot
Duration	July-Dec 2011	Jan-may 2012
Team size	5 members	5 members
Project Description	In this project is to estimate the problems faced by any power industries. This is because if supply becomes off than after one minute grid starts discharging as a result shifting of station to make supply continuous from other station takes longer time which causes losses to both industries n customer also. So to minimize the time required for shifting the stations by this project.	This project is designed to control the robot using PC. Through the robot we can place the material one place to another with the help of wireless & RF communication with PC control and with the help of software it can be done automatically.
Hardware	Transformers, Zener Diode, Transistors, Power supply, Resistors, Capacitors, Potentiometer, Relay etc.	Microcontroller (AT89C51), RF Modulator, RF Transmitter, RF Receiver, Spy-cam, Resistor, Capacitor, Transistor, Relay, DC Geared Motor, Rectifier Diode etc.
Software		Easy Parallel Port Switching

AREA OF SKILLS:

Computer knowledge : Basic Knowledge of computer.
 Operating System : Windows XP, 7, 10.
 Software knowledge : MS office and some basic software.
 Area of interest : Power Sector (likely Generation, Distribution and Transmission of power).

PERSONAL PROFILE:

Father's name	Shri ASHOK MALHOTRA
Mother's name	Late Mrs. BHARTI MALHOTRA
Date of Birth	1st JUN 1990
Nationality / Religion	INDIAN / HINDU
Language Known	ENGLISH, HINDI and PUNJABI.

ACHIEVEMENTS:

- Successfully organized many events in my college such as teacher's day & annual function.

PARTICULAR OF EXTRA CURRICULUM:

- Participated in various competitions such as quiz, athletics & cultural activities.
- I have represented my college in Inter college cricket and football tournament.

HOBBIES/ INTERESTS:

• Cricket	• Listening songs	• Makings friends
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DECLARATION:

I consider myself familiar with Electrical & Electronics Engineering aspects. I am also confident of my ability to Work in a team. I hereby declare that all the statement furnished above are true and correct to the best of my knowledge.

Place:

Date:

Manoj Malhotra