RESUME

PUNNAM NAGARAJU

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Career objective:

To ensure a challenging position in a growing organization where I would be able to utilize my capabilities to the best extent and in the process add value to the organization and my career, by further extending my technical skill set.

EDUCATIONAL QUALIFICATIONS:

Qualification	Institution	University	Year of passing	Percentage (%)
B.Tech	ELECTRONICS AND COMMUNICATION ENGG	Pragathi Enginnering College[JNTU]	2017	67.2%
DIPLOMA	ELECTRONICS AND COMMUNICATION ENGG	M.B.T.S Govt. Polytechnic College	2014	68.28%
S.S.C	Z P High School	Board of Secondary Education – A.P	2011	76%

Technical Skills:

Operating System:	Windows 7/ Win 8/ Win 10.
Server:	Window 2008, 2012, 2016.
Skill set on server:	Active Directory, DNS, DHCP, and Group Policy.
Networking Concept:	Routing, Switching.
Antivirus:	MacAfee Antivirus, Kaspersky,
System Implementation:	Window 7, Window 8, Window 10, Window Server 2008, Window Server 2012 and Window server 2016.

Strengths:

- ➢ motivation and positive attitude.
- ➢ Continuous learner and willingness to improve with experience.
- ➢ Ability to work under pressure.
- ➢ Ability to work individual as well as in team.
- ➢ Ability to adapt to new environments

ACTIVITIES:

- ✓ District level player in **"BASE BALL".**

INTENSHIP:

Done the training for a period of 6 months in **"REAL CARE SERVICES",** Panasonic Company, and Vijayawada and trained in the field of **"INSTALLATION, DEMO AND SERVICE CALLS".**

Professional Experience:-

1) **Astra Management Services Pvt Ltd ......,**   **(Oct 2018-March 2020)**

2) **3i Infotech Pvt.Ltd ..... ,**   **21-Aug-2020 to Till**
- Installation & configuration of all Microsoft Windows Operating systems
- Setup computers and install software for various applications and programs
- Server, Network and System Implementation.
- Configuration of Active Directory and provide permission for User.
- Extend computer support for systems software and hardware.
- Upgrading windows operating system.
- Install and test desktop software applications and internet browsers.
- Maintain computer peripheral devices like printers and resolve associatedproblems.
- Configuration of Outlook 2016/2013/ 2010.
- Interact with staff on desktop problems and their resolution.
- TCP/IP Ethernet Networking
- Configured DHCP Server and static IP addressing.
- Installed MacAfee Antivirus on time to time, report generating.
- Use Fresh desk Ticketing tool for work on the tickets.

PERSONAL DETAILS:

Father's Name	: P. Sambaiah
Date of Birth	: 10-03-1996
Gender	: Male
Marital Status	: Single
Nationality	: Indian
Languages known	: English, Telugu,Kannada
Hobbies	: Reading News Paper, Playing cricket, soft ball player

DECLARATION:

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

Date:
Place: Hyderabad.

Punnam nagaraju