



## SYED KHALEEL

### CONTACT NUMBER

+91 9494080787  
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### e-MAIL

syedadilkhaleel@gmail.com

### PERSONAL DETAILS

**Father Name:** Syed Basha

**Date of Birth:** 27-09-1982

**Sex** : Male

**Nationality** : Indian

### Languages Known:

English, Hindi, Telugu, Arabic

**Marital Status:** Married

### Permanent Address:

Syed Khaleel  
S/o Syed Basha  
Hno : 16/33  
Near Machupalli Bustand,  
Masapet  
Kadapa - 516001  
YSR District  
Andhra Pradesh

## CURRICULUM VITAE

### CAREER OBJECTIVE

To gain a dynamic and challenging role in the area of project Management and IT support, Administrative Management that will offer me the best opportunity for further development of my abilities, skills and knowledge in an established firm or Government Organizations with long term career growth possibilities

### ACADEMIC PROFILE

- Post Graduation in M.C.A. from Sri Venkateshwara University, Tirupathi.
- Graduation in B.Sc Computer Science from Sri Venkateshwara University, Tirupathi.

### AREA OF INTEREST

- Trainings & Capacity Buildings Manager.
- Project Manager /District Manager /District Coordinator
- IT Manager /Technical support Manager /Administrative Executive

### PROFICIENCY

- Managing APOnline/MeeSeva centers in the Capacity of District Manager (APOnline Ltd)
- Extensive Capacity Buildings sessions to all MeeSeva Operators in kadapa District on a large number of e Governance services
- Liaisoning with state APOnline technical team on newly identified e-Governances services
- Operating systems - For all MS Windows Platforms
- Tools and packages - DSc Issuance and Configuration for e-Signing, MS-Office, Tally.ERP 9
- Type Writing : English Higher

### WORK EXPERIENCE:

1. Job : District Roll Out Manager  
Period : April to August 2021  
Company : Pioneer e Solutions (P) LTD, Delhi.
2. Job : Accounts Manager  
Period : 2017 - 2020  
Company : Eternity International Travels & Tourism, Kuwait City
3. Job : **District Manager (APOnline/CSC & MeeSeva)**  
Period : **2012 - 2015**  
Company : **APOnline (A Joint venture between TCS & Gov. of A.P.)India.**
4. Job : **District Co-ordinator & Master Trainer (Aadhaar)**  
Period : **2010 - 2011**  
Company : **GDC Advertising Company, India under UIDAI**
5. Job : Accountant  
Period : 2007-2010  
Company : Paris Group International L.L.C., Dubai city, U.A.E.

### REFERENCES

- 1) B. SOMASEKHAR REDDY, APOnline State Manager - AP-# 7893123451
- 2) DR T.R.VIJAYA KUMAR, D.I.O, N.I.C., Collectorate, Kadapa. - # 9441480390

### DECLARATION

I hereby declare that all the information and facts given above are true to best of my knowledge and belief.

Date : 21-09-2021  
Place : KADAPA.

  
SYED KHALEEL