Mr.S. Naveen Kumar	
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Career Objective

Seeking a suitable position to utilize my skills and abilities that offers professional growth while being collaborative, resourceful, innovative and flexible.

Qualification Summary

• Overall 10 years of work experience in **security and surveillance systems** (CCTV, access control, fire alarm), **integrated building management system**, **IT infrastructure management.**

Skill Sets

• **Project management**
• IT Infrastructure management-Cisco switches, Wifi Routers, IP phone
• Data center physical security system management
• Commission of Building automation
• Commissioning of integrated building management system
• Testing and commissioning of security and surveillance system-CCTV, access control, fire alarm
• Computer proficiency- MS office, Win XP, HTML
• **Innovative, flexible, resourceful, open to take up challenges**
• **Good communication & presentation skill**
• **Pursuing TOGAF certification**

Work Experience

Project manager-Cisco, Chennai (April 2012 - Dec 2013)

• Preparation of daily project work plan (Data center physical security systems, building automation, IT infrastructure systems like Cisco switches, Wi-Fi routers, IP phones).
• Program the Weekly activities and delegate tasks to subordinates for the timely execution of milestone in project closure and customer sign off.
• Monitor inventory at site & resolving vendors/suppliers concern like payment issues
• Timely escalation of vendor related problems to top management
• Coordination with vendors for time to time Manpower strength, work delay
• Project review weekly/bi-weekly/monthly meetings conducted for project closure
• Preparation and submission of Minutes of Meeting (MOM) for major project issues and decisions
• IT Co-ordination with vendor for their day to day clearances like IP connectivity issues, Client side approval and other support which is to be provided by the Client or through project consultant or the third party vendors and receive timelines for their closure of their respective activities.
• Error free validation/Inspection to ensure 100% closure of that sub-system within stipulated timeframe.
• Timely submission of validation reports of sub-systems like Cisco management to clients.
• Payment followups and collection from customer after sign off of each milestones.

Position	Company	Period	Role & Responsibilities
Project Engineer	Venbatech Consultancy (Chennai)	Jan 2011 - Mar 2012	Commissioning of Integrated Building Management System (IBMS) projects **Notable projects** • **MIDC** (Mumbai) • **DLH** (Mumbai), • **Arissto developers** (Mumbai) • **Arissto House** (Mumbai) • **Lake City Mall** (Udaipur)
Engineer	Firepro Systems (Hyderabad)	Jan 2009 - Dec 2010	Testing and commissioning of security and surveillance system **Notable projects** • **Wells Fargo** (Hyderabad) • **Intoto software** (Hyderabad) • **GVK one mall** (Hyderabad)
BMS and Fire Alarm Engineer	NG Global (Dubai)	Jul 2007 - Nov 2008	Consulting and inspection of Fire alarm control panel (FACP) **Notable projects** **Burj Dubai Lake hotel** (Burj Dubai)
Site Engineer	Siemens Ltd. (Chennai)	Aug 2005 - Apr 2007	Testing and commissioning of Security and surveillance system **Notable projects & its value** • **Velankani information system** (Chengalpattu) • **Courtyard Marriot Hotel** (Chennai) • **Nokia** (Chennai) • **VSNL** (Chennai) • **UIIC** (Chennai) • **Federal bank** (Cochin)
Technical Assistant	SDB Cisco (Chennai)	Feb 2004 - Aug 2005	Installations, testing and commissioning of security systems **Notable projects** • **Government Hospital** (Chennai)- ₹ 50,00,000 • **HLL** (Chennai)- ₹ 50,00,000 • **Financial software solutions** (Chennai) • **Financial software solutions** (Mumbai)

Education

Course	University	Year of Passing
Masters of Business Administration (Distance Education Program)	Alagappa University	June 2007
Bachelors of Electronic Science	Madras University	June 2003
Post Graduate Diploma in Computer Applications		
Diploma in Computer Applications		

Languages

English Fluent
Telugu   Mother Tongue
Hindi   Familiar
Tamil   Fluent