



NIRMALYA PRASAD MITRA

119 Baruipara Lane Kolkata-700035

9007003580/9163678835

nirmalyap.mitra@gmail.com/nirmalya_11@yahoo.com

SYSTEM ADMINISTRATOR

Dynamic, creative and result-driven system administrator with excellent communication and problem-solving skills. Broad technological skill with a proven ability to keep abreast of emerging trends in informational technology. Demonstrated ingenuity in troubleshooting technological issues with the resources in hand in a cost efficient and timely manner. Superior multitasking skills

TECHNICAL SKILLS:

Application Language	C & HTML.
Administration	Windows Server 2008 Professional and LINUX Server (User Administration,DNS,DHCP,Nating,RAID Config.[0,1,5]).
Network	DCN, Network Administration (Windows Server 2008 Professional, WinXP, Linux, Sun Solaris), Network Setup & Troubleshooting (Router, L3Switch).
Others	Distributed Computing & Networking.

Domain of Expertise:

- Worked with Networking and Linux administration area for more than five years.
- Worked with Networking and Windows 2008 professional administration area for more than one years.
- Worked with GRID networking area for One and Half Year.
- Presently working with IT Management and S/W Support.
- Analyze IT Report's and find out optimized result.
- Direct and manage project development from beginning to end.
- Determine and assess need for additional staff and/or consultants and make the appropriate recruitments if necessary during project cycle.
- Plan and schedule project timelines and milestones using appropriate tools.
- Track project milestones and deliverables.
- Develop and deliver progress reports, proposals, requirements documentation, and presentations.

- Worked on IT vendor management and infrastructure design and maintain strong relation through regular interaction.
- Design the backbone of Network Structure.
 - Procurement, development and maintenance of technology including hardware and software along with infrastructural architect.

PROFESSIONAL EXPERIENCE:

SKS Microfinance Ltd.

2009 – Present

Finance Company.

Job Title : Executive IT
Duration : 48 months
Location : Kolkata
Role : IT support and Infrastructure

Responsibilities:

- Identifies records and reports on all IT components that are under the control and scope of Configuration Management.
- Ensures incident management by restoring normal service operation at the earliest and minimizes adverse impact on business operations.
- Ensures standardized procedures are used for efficient and prompt handling of all changes.
- Identifies and measures key performance indicators, recommended solutions to evaluate if changes are achieving desired results.
- Implements and tests infrastructure solutions in line with defined design and architecture.
- Project member of 5's implementation team.
- Customer Satisfaction including meeting the clients need and interacting through good relation.

Saha Institute of Nuclear Physics

2007 – 2009

Research and Development Organization.

Job Title : Project Trainee
Duration : 18 months
Location : Kolkata
Role : System & Networking Administrator

Responsibilities:

- As a Project Trainee (Junior Scientist) Grid Computation Project which is collaborated with ALICE GRID & member of EU-India GRID. Worked on Installation of AliEn testbed for High Energy Physics applications in the Grid infrastructure on the ALICE Grid Project of CERN, Geneva.
- Installed and configured one dedicated Pilot testbed for EU-India Grid project with computing element (CE) and one Worker node (WN) using gLite 3.0.0 middleware at SINP.
- Used the user interface (UI) to work with Jobs in the Grid like Authentication with Grid Proxy service, Submission of different kind of jobs to the Grid, Tracking the Job status of the submitted jobs, getting output of the Jobs to the user machines.

Indian Statistical Institute**Jan 2007 – Nov 2007**

Research and Development Institute.

Job Title : Junior System & Networking Administrator**Duration : 11 months****Location : Kolkata****Role : Junior System & Networking Administrator****Responsibilities:**

- As a responsible position for System and Networking administration (Junior System & Networking Administrator) addressing Server Systems and Network problems in the ISI campus .

Indus Integrated Information Management Ltd.**2003 – 2007**

INDUS has grown to be one of the most successful IT solution providers in India.

Job Title : Technical Assistant cum Faculty**Duration : 38 months****Location : Kolkata****Role : Assist the project leader and trained students.****Responsibilities:**

- Supervised IT projects, maintained Systems & Networking administration and IT infrastructure.
- Trained IBM curriculum to school students.

ACADEMIC QUALIFICATIONS:

- Completed MBA (System & Finance) from Heritage Institute of Technology (HIT), under WBUT, Kolkata 2012.
- PGDCA [DOEACC 'A' level (Computer Science)], from DOEACC Centre, Kolkata in 2007.
- B.Sc.(Pure Sc.) from C.U. in 2003.
- Higher Secondary from W.B.C.H.S.E. in 1999.
- Madhyamik Pariksha from W.B.B.S.E. in 1997.

PROFESSIONAL CERTIFICATIONS:

- Advanced School in High Performance and Grid Computing from ICTP, Trieste, Italy.
- HP Insight Control suite (ICE) Trained from HP.
- Certificate in Computer Hardware, Networking & Maintenance from Regional Computer Centre (J.U.Campus), KOLKATA in 2002.
- 1½ Year Diploma in Computer Application & Information Technology from W.B.S.Y.C. KOLKATA in 2001.

PROJECT DETAILS:

I developed a Project (Particle Swarm Optimization and Its Application) for IT report analysis purpose with the help of Particle Swarm Optimization under Dr.Gautam Garai (gautam.garai@saha.ac.in), Scientist of Saha Institute of Nuclear Physics.

Development of Model E-Chat System using Java (Applet, Swing, Socket, Servlet) under Mr. Amlan Dutta(Amlan.Datta@cognizant.com), System Analyst of CTS.

Developing a Webpage (http://www.isical.ac.in/~bio_conf2007) using HTML under Anjana Dewanji, Associate Professor of Biological Science Division, department of ISI.

AWARD/ RECOGNITION:

- Last Financial Year (2010-2011) I was selected best employee of IT, Kolkata Region.

STRENGTH:

- Self-confidence and positive approach.
- Fast learner and hard worker.
- Innovative thinking.
- Highly motivated individual with excellent organizational and interpersonal skills.
- Possess strong ability to quickly adapt to new applications and platforms.
- Ability to work on multiple projects and meet deadlines.

REFERENCE: Furnished upon request.

