**RESUME**

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**OBJECTIVE:**

To seek challenging assignment and responsibility with an opportunity for growth and career-advancement as a successfully achievement.

**EDUCATIONAL QUALIFICATION:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **COURSE** | **BRANCH** | **INSTITUTION** | **UNIVERSITY / BOARD** | **YEAR OF PASSING** | **% MARKS** |
| **B.Tech** | EEE | Chirala Engineering College, Chirala. | JNTU-KAKINADA | 2014 | **62.68%** |
| **Intermediate** | M.P.C | Vignana Bharati Jr. College,Chirala | Board of Intermediate Education, A.P. | 2010 | **75%** |
| **10th Standard** | SSC | Sri Vasavi High School,Chirala | Board of Secondary Education, A.P. | 2008 | **62.33%** |

**PROFESSIONAL SKILLS :**

**Languages** : C, Testing Tools (Manual)

**Office Suite** : MS-Office

**Operating System** : Windows XP,Windows 7, server 2008,2010. Linux(basics)

**PROFESSIONAL QUALIFICATION:**

* Masters in Hardware and Networking course certified from Jetking Institute,Ameerpet

**TECHNICAL SKILLS**

* PC assembling and disassembling.
* PC troubleshooting and maintenance
* Installation and upgrading operating system.
* Managing user accounts and applications.
* Remote desktop and remote assistance.
* Sharing Internet Connections, Wireless Connections
* Backup and restore the system
* Establishing of a network.
* Basic knowledge on networking devices.
* Configuration of ms-outlook.
* Installing and configuring DHCP server and DNS server

##### WORKING EXPERIENCE:

##### One year and six months experience working as a System Administrator for CMSIT Solutions Pvt Ltd, Hyderabad..

**ORGANIZATIONAL EXPERIENCE:**

1. **Company name:** CMSIT Solutions Pvt. Ltd, HYD.

**Role:** System Administrator.

**Roles & Responsibilities:**

* Installing, Configuring and Administering Microsoft Windows 2008 &2012 Server & Windows XP and Windows 7 &8
* Managing Active Directory users and computers
* Managing Backups for server backups, Desktop backups and user data backup
* Validating and Acknowledging alerts events related to OS and take necessary actions like logging case, proper updates frequently & and follow up on all open cases
* Carrying out the Scheduled maintenance activities by planning and coordinating with onsite teams and application teams
* Acknowledge and resolving tickets within defined time
* Revise and update the existing technical documents in practice.
* Providing all network support and solving Network related problems such as Connectivity of Network of Desktop Systems.
* Configuring and installing LAN cards, Network Printers etc.
* Troubleshooting Hardware problems and replacing hardware peripherals for IBM Servers, Dell, Lenovo and Laptops, workstations
* Raising the Tickets Resolving the tickets in Cornerstone.
* Managing windows patch Management
* Microsoft OUTLOOK 2007 and 2010 configuration and Managing and .PST and .OST files backup and Archive the Users Mails.
* Configuring VPN in User Machines.
* Comfortable working with all kind of windows applications and operating systems.
* Installation & trouble-shooting of Customized software applications.
* Install all Hardware Peripheral devices
* Providing access to shares, printer, by adding to security groups, creating required security groups, distribution lists.
* Respond to IT-related issues reported by end users, to include the following: (desktops, laptops, printer and associated applications, such as Outlook), based on Established
* Support procedures and within established SLAs.
* Review daily assigned calls and provide follow up if applicable
* Desktop, Laptop support, Server support, network support, software installation,
* Troubleshooting in both ways physically and remotely.
* Handling calls as per issue connecting to user remotely and fixing the issues.
* Installing and configuring Windows 2000 / 2003 Server and different clients like
* Windows 2000 professional and XP Professional
* Assign IP address to the systems.
* Solving LAN queries.
* Up-gradation of Systems.

**STRENGTHS:**

* I am punctual as well as has the ability to meet deadlines
* Being ready to accept failures without giving up my self confidence
* Flexible to adopt to a new working environment

**PERSONAL PROFILE:**

**Name :** Venkata Sivakumar S

**Father’s name :** Narasimha Rao.S

**Gender :** Female

**Date of birth :** 31-05-1993

**Hobbies :** Playing cricket, Browsing

**Nationality :** Indian

**Mobile No :** 9912568283

**ADDRESS:** D.no:11-35, Lellavari Street, Jandrapeta

Chirala (M.D), Prakasam (DT),

Andhra Pradesh, 523165

**PLACE:**

**DATE:**

**(Venkata Sivakumar.S)**