

# TAPAN JOSHI

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<http://portfolio.tapanjo.info>

## PROFESSIONAL SUMMARY

- Worked as an IT analyst and system Engineer at Optus, performing critical data restore, backup using as well as looking after critical servers.
- Graduate with a Masters in International Business and graduate specialisation in IT.
- Achieved academic excellence in Management subjects, gaining a distinction average.
- AWS Solution Architect, DevOps & System Administrator certified.
- Experience in using different AWS tools to learn and build applications.
- Experience of working on Windows Server 2016, Microsoft 365 and MS Office 2016.
- Developed high competitive and strategic planning skills through research projects at University of New South Wales, Sydney.
- Developed written communication and presentation skills through completing an internship in Market Research and Business Development.
- Analysed on different IT projects giving me an industry-wide exposure.
- Knowledgeable Information Systems Technician adept at technical troubleshooting and user training. Effective at analyzing issues, developing solutions and managing escalations for advanced problems. Seeking a fast-paced position with a progressive company.
- Background includes equipment maintenance, software updates and security management. Excellent multitasking and communication skills.

## SKILLS

- |                       |                       |
|-----------------------|-----------------------|
| • Amazon Web Services | • Linux               |
| • C++                 | • Mac OS              |
| • CompTIA+            | • Python              |
| • CSS                 | • SQL                 |
| • HTML                | • TeamViewer          |
| • Hyper V             | • VB. Net             |
| • IT Support          | • VM Ware             |
| • Javascript          | • Windows Server 2016 |
| • Java                | • Windows 10          |
| • LAN/WAN Networking  |                       |

## WORK HISTORY

Jul 2018 - Mar 2019

### IT Analyst

Yes Optus Macquarie Park -  
Macquarie Park, NSW

- Perform preventative maintenance on data center according to schedule and ensure effective working of mechanical building systems.
- Manage and perform all critical and non critical processes and participate in various predictive maintenance programs.
- Manage all reoccurring problems and ensure work within timeframe and according to capacity demands.
- Assist all senior level engineers and perform troubleshoot on all customer issues.
- Perform data restore & data recovery.

Nov 2014 - Jun 2016

### IT Analyst

Omnitech Infosolution -  
Mumbai, MH

- Performed routine software pushes for security and system stability on client PC's.
- Assisted telephony team with wiring and installation of products.
- Created, executed, and updated Functional, Regression, Integration, and Unit test cases manually.
- Tasked with planning and performing scheduled maintenance upgrades
- Constructed and updated VMWare servers for testing and production.
- Boosted information sharing by enhancing interfaces between computer systems.
- Developed flowcharts and diagrams to describe and lay out logical operational steps.

## EDUCATION

2018

**Master of Science:** International Business & I.T.

UNSW Sydney | Sydney, NSW

- Coursework in Management, IT and Business Strategy.
- Achieved Credit Distinction.

2013

**Bachelor of Science:** I.T.

Symbiosis International | Pune, MH

- Gained in-depth knowledge of various programming subjects such as C++, Java, VB. Net

and Objects oriented topics.

- Achieved Distinction average for business subjects.
- Covered different projects thought out the degree.

## CERTIFICATIONS

- AWS Solution Architect.
- AWS Developer Associate
- AWS System Administrator

## EXTRACURRICULAR ACTIVITIES

### Chess

- FIDE rated chess player.
- Represented School & University in various Chess tournaments.

### Leadership Conferences

- Attended UN Diplomacy Conference, Sydney.
- Participated in different leadership seminars at University of New South Wales, Sydney.
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### Business Case Competition

- Developed a comprehensive business plan in Deloitte Case Competition, Sydney.
- Participated in UNSW consulting competition and reached semi-finals, Sydney.
- Created Business Plan on employability at Interchange competition, Sydney.

## VOLUNTEERING

- Volunteered for different charity events organised by Symbiosis University in India
- Volunteered for UN, Sydney to raise funds for differently abled people.
- Team leader for volunteering at Vivid Sydney.

## REFERENCES

- Micael Cherry  
Associate Professor  
UNSW, Sydney
- Rita Harding  
Executive Director  
NSW Transportation