AJAY PAUL T
IT ADMINISTRATOR

PERSONAL

Birthday: 22-09-1991
Nationality: Indian
Relationship: Single

CONTACT

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📍 Dubai, UAE

LANGUAGES

English   ● ● ● ● ○
Hindi   ● ● ● ○ ○
Malayalam ● ● ● ● ●

IT SKILLS

- Active directory roles installation
- Hyper -V
- CISCO networks
- Fortigate Firewall
- Proficient at LAN,WAN and Wireless, cable installation and testing
- Windows XP,7,8,10, Server 2008,2012 and Linux
- MS Office 2007,2010, Microsoft Outlook, Windows Live Mail
- Systems Installation and Configuring

PROFILE

 I'm Ajay Paul T, a highly motivated and competent IT professional with four and half year experience in system administration with a career history of proven expertise in networking where implementation and troubleshooting are involved with multiple platforms of OS.

OBJECTIVE

Seeking a position in an organization that allow to me explore my potential and utilize my skills for the success of the company, hence granting me opportunities to grow along with the company.

EDUCATION

B-TECH in Electronics & Communication	Higher Secondary	SSLC
M G University	Kerala State Board	Kerala State Board
6.4 CGPA	82%	85%

EXPERIENCE

Inspirisys Solutions Ltd   Feb 2015 - Aug 2019
(Formerly Accel Frontline Ltd), Cochin
Designation: IT Administrator
Handled Projects: Cochin Port Trust, Catholic Syrian Bank, V-Guard Industries, Oriental Insurance Company Ltd

Responsibilities Handled

- Configuration of Active Directory, DNS, DHCP server on Windows Server 2008 R2 and 2012 R2.
- First level support of Fortinet Fortigate 100D, 200D and 300D.
- Basic configuration of Cisco 1905, 1941 and 1705 routers.
- Configuration and troubleshooting of Rad ASMI-52 and Mrotek Wite Lite modems.
- Installation of Hyper -V services.
- Configuration of FTP server.
- Monitoring the network switches using the tool Cisco Network Assistant.
- Backup and Restore IOS configuration file using TFTP server.
- Responsible to install, set up, maintain network and also configure the peripherals, cabling and equipments accordingly as per the requirement.
- Email configuration and troubleshooting of Windows Live Mail and Microsoft Outlook.
- Monitor system performance, provide security measures, troubleshooting and maintenance as needed.

- Computer Hardware
- Technical Support
- Monitoring and Networking

PERSONAL SKILLS

- Good communication skill
- Hardworking and Self confident
- Punctual
- Quick decision maker
- Willingness to learn regularly
- Adaptability

- Providing remote support to users through different remote support tools VNC, Team Viewer and Ammy admin.
- Managing the user accounts and computer accounts with its Policies and Profiles.
- Installation and troubleshooting of windows operating systems.
- Responsible for troubleshooting internet issues.
- Managing different types of Antivirus and configuring policies for client PCs.
- Configure VPN connection in client systems.
- Consulted individuals and groups on computer equipment needs and recommended upgrade options.
- Backup and restore the data, files and drivers.
- Maintain network tools (patch panel, creaming tool, media converter)
- Installation and troubleshooting of system related softwares.
- Hands on experience in managing users and groups.
- Asset Management and End to End customer support.
- Timely escalations and seeking intervention to relevant sources to ensure smooth implementation progress.
- Configure and maintain the peripherals, such as printers that are connected to the network and systems.
- Performed the regular monitoring of servers and switches.
- Updating the security features, patches, anti-virus etc.
- Manage all technical aspects of the data center.
- Call management and resolutions.
- Audit and collect asset details for each locations and department.
- Coordination with team members and provide IT support over 500 users.

CERTIFICATION

Cisco Certified Network Associate. Cisco id: CSCO13013922