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| **MUHAMMED SHAFEEQUE K P**  +91 - 9847752470 (Mob)  +91 - 8111888202 (Office)    [shafeevdcl@gmail.com](mailto:shafeevdcl@gmail.com)    KALLUPALATHINGAL (H)  AMBALAVAYAL PO  WAYANAD,KERALA  INDIA, PIN:673593  *SOCIAL MEDIA USER ID*    [shafeequekp](https://www.linkedin.com/in/shafeequekp/)    Shafeekaaku    [shafeekaaku](https://www.facebook.com/shafeekaaku)  *OFFICIAL NOTICE PERIOD*  **1 MONTH** | CAREER OBJECTIVE  Secure a position **as IT Administrator/ System & Network Administrator** with a well-established organization that will utilize my exceptional organization skills, **proven 8+ years IT Experience**, education, and management skills that will help me continue to grow in my career  PROFFESIONAL EXPERIENCE   1. **Augest 2013 to Present** [**Amana Toyota, Wayanad**](http://www.amanatoyota.com/)   **Designation: EDP In-Charge**  Employee ID: **1311470**  **Responsibilities**   * **DMS** System Engineer, IT **Infrastructure**, **Server installation & Configuration.** * **VPN, Firewall** (Sophos, Cyberome) * **Domain, Active Directory, DNS, DHCP, Storage** * **Antivirus** (McAfee, Kaspersky). * **Email** Configuration & Troubleshooting, **Installation of plugins** and setting up. * **Windows installation**, Troubleshooting, **Standard software** installation. * **Laptop, Desktop** Hardware **Diagnosing and Troubleshooting.** * Network Troubleshooting. * **CCTV, Attendance Machine** Manage andTroubleshooting. * Maintain **Stock in Hand Report.** * **Server & Firewall Backup.**  1. **April 2013 to Augest 2013** [**Allied Digital Services Ltd.**](https://www.allieddigital.net/in/)   **Designation: Customer Support Engineer (Dell)**  Employee ID: **9556**  **Responsibilities**   * **Working in SLA,** Installation and maintenance of **Windows Server 2003, 2008**. * IT Hardware and Network support of **Banks, Small industries** (**Pharmaceuticals, Airport** etc). * Install, Maintain, troubleshoot and supported **Hardware and Network** items (**Server, CISCO Router, Switch, PC, Thin client and other network components** etc.). * Install, configure and demonstrate the newly purchased **Dell Products** at customer location. * **Email** Configuration & Troubleshooting, **Installation of plugins** and setting up. * Install **Antivirus** (McAfee, Kaspersky, Avast, etc.). * **Windows installation**, Troubleshooting, **Standard software** installation. * **Laptop, Desktop** Hardware **Diagnosing and Troubleshooting** * Network Troubleshooting. * Configure and maintain the **Outlook, DNS, SAP, VPN, Finacle** etc. * Installing and maintenance of **CCTV**. |
| **Passport No : K1231213**  **Passport Exp : 30-11-2021**  Pancard No : CGHPP7889M  **Driving Licence :**  12/3167/2012 (India) | 1. **June 2011 to February 2013** [**NetSoft Consulting Service P Ltd.**](http://www.ncspl.net/)   **Designation: Desktop Support Engineer**  Employee Id: **NS093KL019**  **Responsibilities**   * **Working in SLA (Service level Agreement)** * **Windows installation**, Troubleshooting, **Standard software** installation. * **Laptop, Desktop** Hardware **Diagnosing and Troubleshooting** * **Network Troubleshooting.** * **Email** Configuration & Troubleshooting, **Installation of plugins** and setting up. * Install **Antivirus** (McAfee, Kaspersky, Avast, etc.). * **Implementing and Cabling** the Educomp Smart Class. * Allocate technicians to repair various electronic devices in a different location under Educomp Smart Class. * **Coordinate with vendors** and with the company personnel in order to facilitate purchase. * **Working with ticketing tools.** * Troubleshoot the issues of **Projector, UPS and other Hardwares.** |

SKILL SET

* + **Windows Server (2003/2008/2012/2016)**
  + **DMS** Support
  + **Active Directory, Domain, DNS, DHCP**
  + **Firewall, VPN, Switches, Router**
  + **Backup, Restore**
  + **Group policy, GPO, Users & Computers**
  + **OS Installation (Windows 7, 10, Linux, Mac)**
  + **Hardware Troubleshooting**
  + **Desktop Support/ Helpdesk Technician**
  + **Printer installation** (Network, USB, Sharing)
  + **Scanner Configuration** (Network, USB, Email)
  + **Email Configuration** (Exchange, POP3/IMAP)
  + **Network Troubleshooting** (LAN, Wireless)
  + **Windows Update**
  + **Antivirus update, Scan, Registration**
  + **Having experience to handle 75 users lonely**
  + **Understanding IT Standards**
  + **Network Infrastructure** (Cable Pooling, Patching, Fixing patch panel, Network Face plate, Keystone Jacks, RJ11, RJ45)
  + **IT Asset Management** (New Asset, Registering Asset to Manufactures, Discard/Write Off, Proper Asset number & Labeling)
  + **IP Camera, PBX System**
  + **Setup IT Infrastructure for 50 users lonely**
  + **Attendance Machine** (Finger, Face, Card) New User, Delete User, Data Backup
  + **Flexible with timing.**
  + **Good Experience with MS Office.**
  + **IT Project Supervision.**
  + **Assembling PC’s and replacing faulty accessories**

EDUCATIONAL QUALIFICATION

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| **COURSE** | **COLLEGE** | **BOARD/ UNIVERSITY** | **REG NO** | **YEAR OF PASSING** | **PERCENTAGE** |
| **BCA** | Administrative Management College | Bangalore University | 07SBSB3064 | 2007-2010 | 67.5% |
| **PLUS2** | GHSS Meppadi | Kerala HSE Board | 3291903 | 2005-2007 | 60% |
| **SSLC** | GHSS Vaduvanchal | Kerala State Board | 403469 | 2004-2005 | 58% |

CERTIFICATION

* **CCNA** : Cisco Certified Network Associate
* **CompTIA A+** : Computer Hardware
* **CompTIA Network+** : LAN Network
* **MCSA** **&** **MCSE** (Course Completed)

PERSONAL ATTRIBUTES

* **Excellent Written, Communication, Analytical, Planning, organizing, Inter personal and problem solving skills with the ability to work in multi-cultural environment**.
* Moderate knowledge in **VMware**
* Basic knowledge in **ITIL.**
* Able to work cooperatively as a part of a team.
* A well trained **Team Leader & a good Team player.**
* Conversant with Safety, Health and Environment.
* **Capable of working effectively for long hours and honors deadlines.**
* Ability to work **under pressure on multiple tasks**.

PERSONAL PROFILE

Father’s Name : Abdul Latheef K P

Date of Birth : 01st November 1989

Sex : Male

Nationality : Indian

Marital Status : Married

Languages Known : English, Hindi, Tamil & Malayalam

Hobbies : **Youtuber**, Internet Surfing.

REFERENCES

* **Mr. BinuLal:** EDPManager of Amana Toyota

**Email:** [sysadmin\_clt@amanatoyota.com](mailto:sysadmin_clt@amanatoyota.com)

Ph: +91-9446245020

* **Mr. Sajan K:** HR Manager of Amana Toyota

**Email:** [hr@amanatoyota.com](mailto:hr@amanatoyota.com)

Ph: +91-9447638164

* **Mr. Haris Rahman:** Accountant of Amana Toyota Wayanad

**Email:** [accounts\_wyd@amanatoyota.com](mailto:accounts_wyd@amanatoyota.com)

**Ph:** +91-8111999476

**DECLARATION**

I hereby declare that all the particulars given above are true to the best of my knowledge.

Place: Wayanad Muhammed Shafeeque K P