**SelvaRaj Sekar**

**System Administrator / IT Support / HR Administrator**

78, Al Zahra’a Street, Al Ghuwair, Sharjah,

E-mail: [pskirushva.m4@gmail.com](mailto:pskirushva.m4@gmail.com), UAE: +971-563322392 / +971-588534025.­­

OBJECTIVE

Over 6+ years of total Enterprise IT experience in highly skilled **Strategic Planning, Planning, Designing, presales, Service Improvement plan, System Integration, People Management.** I have been working technically challenging and result oriented environments in the area of Information Technology with up-to-date technical, strong analytical, problem solving skills and strong ability work with minimum supervision.

**SUMMARY**

Ability to handle Small, Midsize and Large Enterprises IT Infrastructure services

**Linux Server Administration**

* Extensive expérienceon UNIX/Linux servers
* File System Management, ACL and backup tools. Viewing and interpreting ACL permissions.
* Handling RPM package and YUM. Download, Install, update and manage software packages from Red Hat and package repositories.
* Add disk, partitions and file system to a Linux system.
* Limit network communication with firewall.
* Having knowledge of creating and implementing LVM and Swap in storage device. Such as prepare the
* Physical device, physical volume, volume group. Extending and reducing a volume group.
* Configuration LDAP client, authentication and auto mount.
* Managing the priority of Linux Process.
* Access networked attached storage with NFS.
* Knowledge to access networked storage with SMB.
* Control and troubleshoot the LINUX boot process.
* Set and verify correct DNS records for systems and configure secure DNS caching.
* SQL database for use by programs and database administrators.

**Windows Server Administration**

* Installation, configuration & administration of Windows 2003/2008/2012 Servers
* Designing Active Directory Forest and domain structure
* Assigning the rights to domain users in order to maintain the security level across the network
* Creating and Setting up of the user accounts
* Checking for system, application, and security log at Event Viewer for critical issues
* Troubleshooting the operating system-related problems
* Good Knowledge in System Administration and Server Performances Tuning
* Daily Backup using inbuilt NT backup
* Checking the space availability
* Clear all the Temporary and unwanted files
* Check for each process, kill the unwanted process
* Download and Updating of Windows Service Pack, Critical Updates, Windows Driver Updates and Antivirus Patches on time
* Solving various problems related to hardware, Internet, networking, software
* Configuration of RAID
* Implementing domain and local policies, implementing GPOs.
* Anti-Virus suites- Trend Micro, MacAfee administration

**Virtualization**

* Install update and vSpher client for Esxi patching.
* Configuring and managing virtual networks.
* Virtualized an existing physical machine into a virtual machine.
* Creating custom roles for a defined requirement.

**Hardware Knowledge**

* Troubleshooting hardware and software-related issues at Server Levels
* Installing, Upgrading and Troubleshooting HP Servers and Blade Enclosures.

SUMMARY OF TECHNICAL SKILLS

|  |  |
| --- | --- |
| **Linux** | Red Hat Linux |
| **Microsoft** | Windows Server 2008 - 2012, Office 365, Outlook etc. |
| **Virtualization** | VMware ESX 5.x Server, Hyper -V |
| **Programming Language** | Php, Java Script, SQL |
| **Graphic Designer** | Adobe Photoshop |
| **Civil Software** | AutoCAD, Revit Architecture |
| **Interpersonal Skills** | Customer Service, Time Management, Organization Skills, Employee Relation and Problem Solving, Presentations. |
| **Industry Knowledge** | Executive Administrative Assistance, Database Administration, Recruiting |
| **Other Skills** | Networking, Task Management, HR strategy, Policy Management and Quotations |

**PROFESSIONAL EXPERIENCE :**

**Company : RJP Infotek Pvt Ltd.**

**Role : Windows System Admin**

**Location : Chennai – Kodambakkakm Year 2018 – 2019**

**Responsibilities:**

* Generating Internet usage logs from firewall.
* Monitoring server up and down, service up and down issues.
* Maintaining Biometric device and generating attendance logs.
* Outlook configuration and troubleshooting.
* Taking server backup. Maintaining share folders and their access as per share folder access forms. Installing of Windows 7, 8, 8.1, 10 and Windows Server 2008 &2012R2.
* Asset Management and Data management. Need to provide End Level support to the team during Conference calls. Fixed more hardware failures including battery, disk, power supply, motherboards.
* Maintaining an Outlook Exchange server.

**Company : Al Yamama Company, Dammam, Saudi Arabia.**

**Project : Technical Department**

**Role : Linux Sys Admin**

**Client : Mohd Bin-Abdul Aziz Sea Port Year 2016 - 2018**

**Responsibilities:**

* People Management and team building
* Handled customer escalations
* Reviewed efficiency and effectiveness of resources
* Improved ticket quality and met 100 % SLA
* Initiated cross skill technical trainings for team members
* Managed Oracle Solaris and Linux servers
* Administered DLPAR and VIO virtualization servers
* Administered LVM, JFS and GPFS File Systems
* Configured and setup DHCP,DNS,FTP,NTP and LDAP services
* Administered complete VMware and VM servers
* Applied Patches and fix vulnerability issues
* Used TSM tool for user Data backup and restore

**Company : Al Yamama Company, Riyadh, Saudi Arabia.**

**Project : Technical Department**

**Role : Windows System Administrator**

**Client : Mohd Bin-Abdul Aziz University Year 2013 - 2016**

**Responsibilities:**

* Planning of company infrastructure and requirement based on the business.
* Installation of OS and Hardening the server as per the Citigroup Policy.
* Updating day to day Security Patches and Service Packs for OS and Applications.
* Updating the day to day Antivirus definition and monitoring the entire server including firewall.
* BMC Patrol Agent installing, monitoring and configuring policies for Tivoli alert ticket based on green zone of the servers for maintenance and management of production servers.
* IIS Services Installation, Configuration, Maintaining and managing for WEB applications.
* Monitoring and Managing COM+ components servers.
* Installing and Configuring VNC Viewer and Remote Desktop (Terminal services).
* Preparing VTM patch report & Monthly performance report and confidential reports.
* Co-ordinate and sharing the information with team members to resolve the critical problem and maintain fault tolerances
* CISO setting (OS hardening) verification in all the servers
* Knowledge of Problem Ticket (VT), Change Management Ticket and Virtual request
* Mirroring & RAID 5 Configuration.
* Knowledge on Microsoft clusters installations, configurations and maintenances for availability of important applications on production servers.
* Installing & Configuring of Windows 2003 server for Domain Controller & Member domain and
* Installing, Configuring, Maintaining and Managing the DNS and DHCP servers
* Virtualization for UAT (Test) servers through VMware ESX  servers

**Dahanalakshmi Srinivasan Engineering College – Perambalur, India.**

**Role - System Service Engineer. Year 2012 - 2013**

**Responsibilities:**

* Desktop & Servers installations, maintenance and servicing.
* Installing & Configuring of Windows 2003 server for Domain Controller & Member domain and Hardening the server as per the Citigroup Policy
* Installation of windows 2000 and 2003 servers, XP and Windows 2000 Professional clients and configuring it in the network.
* Solve on-line technical issues related to operating system, device driver, and incompatibility with software and hardware.
* Configuring outlook mail clients (exchange) for all users

**EDUCATION QUALIFICATION**

* 2009-2012 : Bachelor of Engineering (**Computer Science and Engineering**)
* 2006-2009 : Diploma (**Computer Science and Engineering**)
* 2005-2006 : 10th Standard

**TECHNICAL TRAININGS & CERTIFICATIONS**

* **VMWare:** Virtual Machine Administration
* **RHCSA :** Redhat Certified Engineer
* **MCSA :** Microsoft Certified

**PERSONAL STRENGTHS**

* Independent Team Player with Interpersonal skills
* Self Confidence and Innovative thinking
* Excellent problem solving skills & Learning attitude
* Self-Motivated and Hardworking
* Strong ability to work with minimum supervision.

**PERSONAL PROFILE**

* Date of Birth : 07-Dec-1988
* Father’s Name : Sekar A
* Language Known : English, Arabic, Hindi, Tamil – Native
* Passport No : K1663858

**DECLARATION**

I hereby declare that the above information’s are true to the best of my Knowledge.

**Date :**

**(Selvaraj)**