

## Skills

- VPN Setup
- Sophos Firewall Configuration
- Windows Server
- Switches and Routers
- Active Directory
- Microsoft Azure
- Network Infrastructure Administration
- Network security
- IT Asset Management
- Wi-Fi System
- Systems administration
- SAN Storage

## Professional Summary

Driven Systems Administrator with 5++ years of experience in software implementation and maintenance. Proven history of managing complex infrastructures and data center operations. Expert in solutions-oriented business application problem-solving and dedicated to providing best-in-class service. Skilled at troubleshooting, communication and collaboration.

Well-educated Systems Engineer Trainee known for having great interpersonal and writing skills and highly proficient in Computer architecture. Team-oriented individual with desire to pitch in and help with any task.

## Work History

### System Administrator, Feb-2024 to Currently Rievax IT Solution

- Contributed to cost-saving initiatives by analyzing resource usage trends and recommending infrastructure adjustments accordingly.
- Configuration of Palo Alto, Cisco, CheckPoint, and Fortinet firewalls, with a strong understanding of Endpoint Security
- Server 2016,2019,2022 environments, demonstrating proficiency in Windows Administration and Core OS
- Azure Cloud managing directory, VM Creation, Hyper VM,
- Maintain security, backup, and redundancy strategies
- Working on multiple projects, coordinating with Different clients based on requirement.
- Creating and managing system permissions and user accounts of AD, Configuring and installing various network devices and services (e.g., routers, switches, firewalls, load balancers, VPN).
- Supported the implementation of new technologies by providing technical expertise and training to colleagues as needed.
- Active Directory (AD) administration and Group Policy configuration, Configure DNS and DHCP services Manage SFTP, FTP, and SSH protocols
- Citrix, VMware, and Exchange mail configuration

### Assistant Manager IT, Feb-2023 to Feb-2024 B.L International Pvt Ltd

- Creating and managing system permissions and user accounts of AD
- Build an internal wiki with technical documentation, manuals and IT policies
- Maintain security, backup, and redundancy strategies
- Configuring and installing various network devices and services (e.g., routers, switches, firewalls, load balancers, VPN).
- Provide Tier 2 and 3 supports for internal and external customers.
- Managing the firewall rule-set for 1500+ user.

- Managing the IP camera and their backup on daily basics.
- Managing the entire Active Directory and regular backup.
- L2/L3 manageable switches.
- Ensuring all the license of Microsoft or renewal up to date.
- Managing the Microsoft Azure to all web portals should working file.

#### **Assistant Manager IT, NOV-2019 to Feb-2023**

##### **MeritTrac Service Pvt Ltd**

- Resolving issues of clients remotely managing all infrastructure and database.
- Configured hardware, devices and software to set up work stations for employees.
- Installed hardware, completed software updates and assessed security patches for optimized computer use.
- Created and administered profiles and accounts, also maintaining systems documentation.
- Provided technical interpretation regarding network, software, configuration and architecture oversight.
- Diagnosed and executed resolution for network and server issues.
- Actively listened to customers' requests, confirming full understanding before addressing concerns.
- Quickly learned new skills and applied them to daily tasks, improving efficiency and productivity.

#### **Senior IT Executive, May-2019 to Nov-2019**

##### **Securenow Pvt Ltd**

- Designed custom applications to automate repetitive tasks, increasing employee productivity and reducing human error.
- Optimized network infrastructure through careful planning, installation, configuration, maintenance, upgrading and repair activities.
- Managed vendor relationships for hardware and software procurement, ensuring cost-effective investments in technology resources.
- Championed process improvement initiatives that significantly reduced IT support ticket resolution times.
- AD, DNS, DHCP Configuration, Managing Office 365,
- Setup new user laptops and provide support if required.

#### **INTERNSHIPS IT Executive, August 2018 to May 2019**

##### **MeritTrac Service Pvt Ltd**

- I'm responsible for IT infrastructure in MeritTrac company like Lan, Router, server, admin, etc.
- Configured and implemented IT initiatives to produce measurable business value.
- Tracked expenditures, schedule and IT systems performance progress in Software.
- Patched software and installed new versions to eliminate security problems and protect data.
- Assessed system hardware and software and suggested modifications to reduce lag time and improve overall speed.
- Configured hardware, devices and software to set up work stations for employees.

## **Education**

**Master of Computer Applications (MCA) Information Technology**

**Manipal University – 2023**

**GPA: 8.1/10**

**Bachelor of Computer Applications (BCA) Science**

**DAV Centenary College -2018**

**GPA: 7.00/10**

**Secondary (XII) Science**

**Raja Harpal Singh Inter College -2015**

**GPA: 6.00/10**

**Matriculation(X)**

**Govt Boy Senior Secondary School (CBSE) -2012**

**GPA: 7.00/10**

# Accomplishments

- AWS Basic Certification
- CCNA Basic Course
- ADDITIONAL DETAILS 3-day ethical hacking workshop organization by DAV centenary college faridabad6 week web development online course through Internshala
- Attending two days cyber security workshop
- Member of organizing committee of the event IGNIDEA at DAV college

## LANGUAGES

English, Hindi: Native languages

English:

Advanced



Hindi:

Proficient

