RESUME

AMAN SAXENA

Flat No: - D-104, The View   
Ramprastha city, Sector-37 D, **Contact No: -** 7000043140

Gurugram – 122001 **Email:** saxena.aman25@gmail.com

**CAREER OBJECTIVE**

A position that utilizes my knowledge and skills for the achievement of organizational goals and enables me to learn, grow and to implement my views which can be helpful for my organisation.

**WORK EXPERIENCE**

**Brain Work Technologies Pvt. Limited** **New Delhi**

**Desktop support Engineer July 2017 to Till Date**

**Job Description & Responsibilities:**

* Troubleshooting and Maintaining of all kind of Desktop & laptops related issues.
* Installation of Windows 7 & 10 Operating system.
* Installation of MS-outlook and email configuration.
* Configuration of network printers on user’s systems.
* Installation and Troubleshooting of Windows 7 & Windows 10 OS related issues.
* Installation of software and application on user’s systems.
* Installation and configuration of MS office 2010,2013 & 2016.
* Network Support & Antivirus Support.
* Troubleshooting IP Phone related Problem.
* Creation of Hostname & user management using Active Directory.

**ACADEMICS**

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| --- | --- | --- | --- |
| **Year** | **Degree** | **Institute** | **Percentage** |
| 2016 | B.E (COMPUTER SCIENCE & ENGINEERING) | Shriram Institute of Information Technology, Banmore (Rajiv Gandhi Technical University) Bhopal, M.P. | 65.0% |
| 2010 | XII Science (M.P. Board of Secondary Education) | Atit Bal Hr. Sec. School, Gwalior M.P. | 49.0% |
| 2008 | X (M.P.Board Of Secondary Education) | Atit Bal Hr. Sec. School, Gwalior M.P. | 57.4 % |

**PROFESSIONAL EXPERIENCE & SKILLS**

* Computer Hardware: RAM, HDD, Motherboard etc.
* Desktop Management: Installation of Windows7,10,
* Installation of standard applications, Software, and desktop troubleshooting.
* Troubleshooting Day to Day desktop related issues of users like: Desktop No display, Window Corrupt, virus problem, Software problem, Etc.
* Hostname creation and user administration using Active Directory.
* Antivirus installation and update.

**HOBBIES**

* Listening all kinds of music.
* Playing musical instrument.

**STRENGTH**

* Creative approach towards problem solving.
* Hard and smart work approach.

**EXTRA CURRICULAR ACTIVITIES**

* Active Participation in Annual Function held at college.
* Won first prize at H.H. MAHARAJA SIR JIWAJI RAO SCINDIA MUSEUM ‘ADUITIYA 2015(YOUTH FEST) in Gwalior level competition.
* Won first prize in The Big Bang Show in Gwalior level competition
* Won first prize in Hamara Adda show in Gwalior level band war competition.
* Won first runner-up in Battle of Bands collage level competition.

**Personal Profile**

**Name :** Aman Saxena

**Father’s Name :** Mr. S.C. Saxena

**Marital Status :** Single

**Nationality :** Indian

**Permanent Address :** Pradhan ka bada, jiwaji ganj, lashkar, Gwalior,M.P. :-474001

**Phone No :** 7000043140

**Date of Birth :** 19/08/1991

**DECLARATION**

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I hereby declare that the details mentioned above are true to the best of my knowledge.

**Date: -- (Aman Saxena )**