**Sunil kumar**

386, Bank Street Azad Pur Delhi-33

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| Career Objective: |

## An opportunity in the field of IT Management that enhances my career as a IT Administrator by utilizing my experience, analytical, managing network & Customer Support skills in a manner that would contribute towards the positive development of the Reputed IT consulting organization.

**Professional experience (9 + years)**

**Worked as System Administrator in Indian School of Business and Finance (University of London) from Feb 2017 to Aug 2017**

**Job Profile**

* Active Directory Management on Windows Server 2008 and Windows Server 2012, User Policy Creation and Deletion
* Implementation of Cyberoam Firewall, creation of user base policy with different group, permission for Internet user group /Blocking
* Thin client installation with dedicated IP address, connectivity with server, hardware troubleshooting
* Maintain CCTV recording and footage and its working, monitoring of CCTV
* Software Licence, renewals, Microsoft Outlook, up gradation of software, daily troubleshooting of IT related work, vendor management
* Troubleshooting of local Lan, Internet and connectivity troubleshoot, outlook configuration, Vendor management, CRM management.

**Worked** as a **System Engineer** in **British Council** Management Services Pvt. Ltdfrom April 2016 to oct 2016.

**Job Profile** [Description: https://encrypted-tbn1.gstatic.com/images?q=tbn:ANd9GcSMTUyZAWSmO9m1QvNt6jb6eTEi_A9JTqP-0Gw3lGupijucyP7Sd4fMJT--](https://www.google.co.in/url?url=https://commons.wikimedia.org/wiki/File:BritishCouncil.png&rct=j&frm=1&q=&esrc=s&sa=U&ved=0CBUQwW4wAGoVChMI3pPXkJy0xwIVChOUCh2KeQ07&usg=AFQjCNGIDdi8WScm8WontPMTHlLCen2l4A)

**IT INFRASTRUCTURE & IIT OPERATION :**

## Core Competencies:

* Worked on teleconference devices (Polycon) , Provide Hardware (Servers, Desktops, Laptops, and Printers), Software and Network Related Solutions to resolve the incidents on Service Now Portal.
* Manage & Maintain File Server, DC Server and Print Server on Windows 2008.
* Monitor healthy environmental conditions, preventive maintenance and housekeeping of servers such as disk space usage, permissions, concurrent sessions, security, Password resets & Software updates
* Server hardware Health Monitoring & Log Management Services Server O/S management.
* New equipment builds (base setup using pre-established image / script) and Rebuild / Refurbish existing equipment
* Remote hands on-site for central IT function (assist remote IT team)
* Manage & Monitor Backup Jobs by Symantec backup Exec.
* Monitoring of Controller & Storage Hardware Backup of Storage DATA on LTO Tapes as per BCMS backup Policy.
* Review Logs to Monitor Backup Activity.
* Create MIS for ISO audit and follow all ITIL process.
* Managing IT Helpdesk process through Service-Now (IT Helpdesk Portal).
* Creating Sites & Configuring Site Server Hardware management.
* Antivirus, Firmware and Patch Update Management.
* User account management for the domain controllers.
* Manage setup of Call Center and troubleshoot CC software.Carry out approved base software installations
* Maintain Asset Inventory Management for BCMS both location.
* Check & Resolve users Outlook, OCS, SAP, and online portals related problem.

**August 2011 to 20th March 2015 University Of Delhi**

**System & Network Administrator Shyam Lal College(Evening)**

**Technical responsibility:**

* Configuration and installation of Windows Server, Active Directory
* Maintain and managing 1800 users in windows server, Disk Quota, Roaming Profile.
* Design, installation and management of small / medium scale networks and resolve

network problems for various clients.

* PC and Server assembly and troubleshooting, Hardware maintenances, and inventory control.
* Provide Software Installations, Data storage and back-up solutions, etc..
* Involved in coordination with vendors to resolve the IT problems.
* Involved in Design and implementation of the networks at different office premises.
* Involved in installing, Configuring and troubleshooting of Servers, hardware products and customized software’s.
* Time to Time successfully done some other task (Decided by management).
* Monitoring and Installation of CCTV Cameras
* Maintaining the LAN connectivity as well as WAN connectivity of the college.
* Time to Time successfully done some other task (Decided by management).
* ManageallNetworks with Wi-Fi in Campus.
* Basic operational knowledge of Linux
* Responsible for entire IT infrastructure and managing the team of 4 executives.

**December 2007 to August 2011 Tulip Telecom Limited Network Engineer**

**Job profile:**

* Configure DHCP,DNS, Configure Routers(1700,2500,2600 series)
* Manage to all Network related issues in our locations.
* IT Asset management, Vendor management, Network management, Report management etc.
* Involved in coordination with vendors to resolve the IT problems.
* Involved in Design and implementation of the networks at different office premises.
* Involved in installing, Configuring and troubleshooting of Routers, Switches hardware products and customized software’s.
* Configuration of Wi-Fi Modems ( Radwin, firepro etc.)
* Manage VLAN.
* Manage IT Team.
* Manage Switches (L1/L2), Router and Firewall.
* WAN, Lease line and VSAT.

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| Professional Qualification: |

* Master of Computer Application (MCA) from Indira Gandhi National Open University (2005).
* Bachelors of Computer Application (BCA) from Indira Gandhi National Open University (2003)
* Cisco Certified Network Associate (CCNA) (2007) .
* Completed Microsoft Certified System Engineer(MCSE) (2007)
* Six Month Diploma in Computer Hardware & Networking from Govt. Institute.
* ITI (Electronics

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| Academic Records: |

* Intermediate from NIOS Board with PCM group.
* High School from CBSE Board with Science group.

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| Technical skill |

**Computer Software Skill:** HTML, Java script, Front page, Access, C, C# and all Generally Application.

**Operating System Skill:** Windows 98, 2000 Professional, XP, Vista, Windows 7 Installation and Troubleshooting. Installation of Linux.

**Hardware Skill:** Assembling, Dissembling, Maintenance & Troubleshooting, Installation of drivers, Installation of Antivirus.

**Networking Skills:** LAN Topologies, Installing Cabling, Installation Network Software, Installation windows server 2003, working with windows 2003 devices & drivers, working with domain accounts & groups, Network shares & Permissions, Restoring Data and scheduling backup, working with DNS server & DHCP, DHCP Troubleshooting, Additional Domain, VPN & Routing, Working with Radius server, Network Protocol security, IP Addressing, Basic Router configuration, Routing Protocols, ISDN configuration, NAT/PAT, Virtual LAN.

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| Personal Information |

**Name** Sunil Kumar

**Nationality** Indian

**Marital Status** Married

**Date of Birth** 28 June 1980

**Permanent Address** 386 Bank Street Azad Pur Delhi-110033

**Gender** Male

**Language Known** Hindi & English

**Valid Indian Passport** Yes

**I hereby declare that the above information given by me is true in best of my knowledge**

DATE (SUNIL KUMAR)