***MEGHA GUPTA***

## RESIDENCE:

Flat No. A-1310, Ace Platinum, Sector-Zeta1,

Greater Noida-201308.

## E-MAIL ADDRESS:

[meghaguptavssct@gmail.com](mailto:meghaguptavssct@gmail.com)

* B.Tech in Computer Science Engineering from Kurukshetra University in 2019.
* Class 12th from CBSE (Delhi) in 2015.
* Class 10th from CBSE (Delhi) in 2013.

## MOBILE NUMBER:

+91-7065254609



## PERSONAL DETAILS:

DOB: 25th October, 1997

MARITAL STATUS: Single

GENDER: Female

NATIONALITY: Indian

LANGUAGES: English, Hindi, French, Sanskrit

PROJECTS

1. Industrial Training Project on ‘Shell Scripting in Linux Programming’.
2. Minor Project on ‘Automatic Control of Railway Signalling using Embedded C’.
3. LIVE Internship Project in RED FM-93.5(NOIDA) entitled ‘Network Satelliting & Frequential Bandwidthing’-CCNA.
4. Major Project on ‘Designing and Implementation of Network Based on Home Automation Systems using Wi-Fi’.

* PACKAGES: MS-Offices, VMware Workstations
* PROGRAMMING: C, C++, C#, Core JAVA, HTML
* OPERATING SYSTEMS: Windows(10, 8.1,XP,VISTA) ; Server(2016, 2012R2, 2008) ; Linux(RHEL, UBUNTU, KALI, PARROT)
* KNOWLEDGE: Juniper Security(JNCIA, JNCIP,JNCIE) ; Cisco Cyber Ops; CompTIA (A+, Network+, Security+, Linux+, Server+, Cloud+); Network Security; Machine Learning; Artificial Intelligence; Data Science.

HOBBIES: Reading Novels, Listening Music, Dancing

## FIELDS OF INTERESTS:

Teaching Children, Designing the Education uniquely in a smart way.

## ACHIEVEMENTS:

Received many Awards, Titles and Medals in various Co-Curricular Activities and Sports.

# CAREER OBJECTIVE

## EDUCATION

EDUCATION

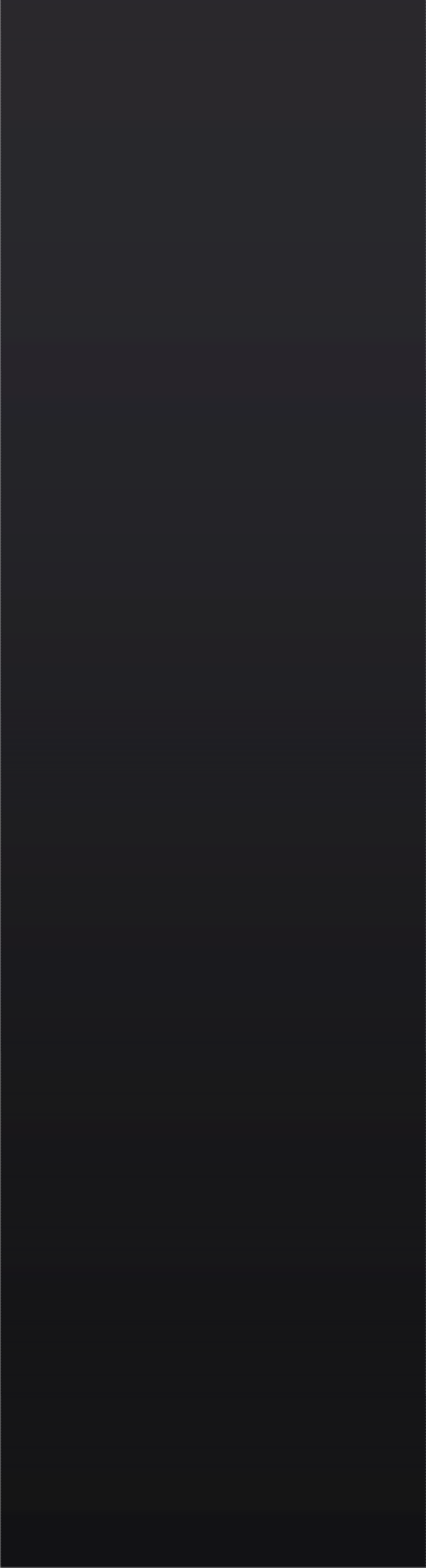
To obtain a position within an organization that offers security and professional growth prospects while being resourceful, innovative and flexible that requires strong analytical skills to enhance my knowledge and to reach the pinnacle in computing and research fields with sheer determination, dedication and hard work to succeed in an environment of excellence and earn self- development which helps in achieving personal goals.

KEYSKILLS

KEYSKILLS

* CISCO: CCNA(R&S), CCNP(R&S), CCIE(R&S), CCNA(CLOUD)
* MICROSOFT: MCSA(AZURE), MCP(AZURE), MCSE(AZURE)
* EMBEDDED SYSTEMS
* ASP.NET(MVC FRAMEWORK)
* LINUX: RHCSA, RHCE
* CLOUD: AWS, CLOUD COMPUTING, IOT

TECHNICAL SKILLS





PROFESSIONAL EXPERIENCE:

NLB TECHNOLOGY SERVICES, NOIDA (JAN, 2020 – Present)

US – IT/Non-IT Recruiter—Talent Acquisition

Responsible for handling the IT/Non-IT requirements from US based clients.

Worked with clients like Cognizant, TCS, Tech Mahindra, NTT Data.

Responsible for full-cycle recruitment of onboarding, offer, interviews, negotiations and closed candidates for assigned requisitions.

Designing and implementations of the overall recruiting strategies and activities.

Sourcing from different job portals like Dice, Monster, Career Builder, Yahoo Hot Jobs, Job Diva and Indeed.

Screening of the best resumes and Curriculum Vitaes and providing a shortlist of qualified candidates for various roles and requirements.

Making of job postings on job portals.

Worked on W2 and C2C tax terms, vendors and all US visas.

CERTY BOX, NOIDA (Jan, 2019 – Dec, 2019)

Business Development Executive

Responsible for managing the sales and marketing of the products and services.

Worked with senior members to identify the risk and incident managements.

Maintaining the fruitful relationships with the clients and address their needs effectively.

Research and identify the new market and business opportunities.

Handling of customer acquisition, lead generations, prospect managements, advancing the sales process, achieving the goals.

Identifying, qualifying, and securing business opportunities; coordinating business generation activities; developing customized targeted sales strategies.

Building business relationships with current and potential clients.

Understanding client needs and offering solutions and support; answering potential client questions and follow-up call questions; responding to client requests for proposals (RFPs).

Collaborating with sales and leadership to secure, retain, and grow accounts.

Creating informative presentations; presenting and delivering information to potential clients at client meetings, industry exhibits, trade shows, online seminars and conferences.

Creating and maintaining a list/database of prospect clients; maintaining a database (Salesforce, CRM, Excel, etc.) of prospective client information.

Cold calling; making multiple inbound & outbound calls to potential clients; closing sales and working with the client through the closing process.

Meeting all quotas for cold, active, inactive calls, appointments, and interviews; meeting or exceeding annual sales goals.

Maintaining a pipeline of all sales administration using different softwares.

Collaborating with management on sales goals, planning, and forecasting; maintaining short- and long-term business development plans.

VIHAAN NETWORKS LIMITED, GURUGRAM (Jan, 2018 – July, 2018)

Network Intern

Designing, implementing, monitoring and managing the local and wide area networks of an organisation to ensure maximum uptime for users.

Maintaining and administering computer networks and related computing environments including systems software, applications software, hardware, and configurations.

Responsible for handling the live CISCO and JUNIPER routers and switches of all series.

Handling of routing and switching to form a network from different protocols like RIP, EIGRP, OSPF, HSRP, STP, MPLS, BGPs, CDP, CHAP, DCAP, MVRP, VLAN, ISL, IS-IS etc.

Worked on several live projects and many projects according to the client requirements on routing and switching.

Responsible for resolving the troubleshoot issues, ensure network security, create and configure networks, provide network and technical support.

DECLARATION

IJ,ahmeeresblnyuandemz.i1t2and declare that the content and the information provided here is truly sincered to the best of my knowledge.