**CURRICULUM - VITAE**

**SUKHBIR SINGH**

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| **PERMANENT ADDRESS** |

**H. No. : 30A, NIHAL VIHAR PHASE-2**

**NILOTHI EXTN, NANGLOI**

**New Delhi - 110041**

**Contact No. :- 9540480747**

**Email :-** [**khangura.1989@yahoo.com**](mailto:khangura.1989@yahoo.com)

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| **CAREER OBJECTIVE** |

**To work in a organization where I can use my creativity for my personal and organization development to the better of my ability and creativity.**

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| **ACADEMIC QUALIFICATION** |

1. **Passed 10th from C.B.S.E. Delhi in 2005.**
2. **Passed 12th from C.B.S.E. Delhi in 2007.**
3. **Graduate from D.U. with B.Com (Pass) stream.**

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| **PROFESSIONAL QUALIFICATION** |

1. **6 Months Computer Basic Course from Web Net Infotech.**
2. **One year Diploma in hardware and networking from DICS, Punjabi Bagh Branch .**
3. **Diploma in Microsoft certified system engineer from S.M.U .**

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| **HARDWARE & NETWORKING ESSENTIAL SKILLS** |

1. **Assembling &Disassembling, Maintenance of computers.**
2. **Operating Systems: Microsoft Windows Server 2003, Windows 7,Window Vista Windows XP Professional, Windows 2000 Professional, MS-DOS.**
3. **Software Installation:-**

**Application software- Photoshop, Adobe reader, Winrar, DVD Convertor, Nero Coral Draw -13, Photoshop7.0, Flash5.0, Dreamweaver.**

**Office Package: Microsoft Word, Microsoft Excel, Microsoft Access, Microsoft PowerPoint, Microsoft Outlook Express.**

1. **Installing and configuring the peripherals, components and drivers.**
2. **Configuring and troubleshooting Microsoft Outlook and Outlook express.**
3. **Updating windows patches, application software, system software’s and anti- viruses.**
4. **Troubleshooting hardware and software problems**.
5. **Backup and restore System backup.**
6. **Networking TCP/IP, DNS, DHCP.**
7. **Configuring, Managing and Maintaining Networking Equipments.**
8. **Installation and troubleshooting of Windows server 2003.**
9. **Installation of Surveillance camera system.**
10. **Configure and control the surveillance system server and recording.**
11. **Knowledge of EPABX and IPABX.**

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| **EXPERIENCE** |

1. **Two year experience as a system engineer NCPL Pvt. Ltd at Janak Puri (from 21st july 2009 to 31 August 2011).**
2. **One year and six months experience as an IT Support engineer and field executive in Bharti communications from 1st feb. 2012 to 31st August 2013**.

**JOB PROFILE**

1. **Understanding customers' diverse, specific business needs and applying product knowledge to meet those needs.**

**2. Providing technical advice to customers on all aspects of the installation and use of computer systems and networks, both before and after the sale.**

**3. Developing long-term relationships with clients through managing and interpreting their requirements.**

**4 Providing pre-sales technical assistance and product education, and after-sales support services.**

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| **LANGUAGES KNOWN** |

1. **English**
2. **Hindi**
3. **Punjabi**

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| **PERSONAL PROFILE** |

**Date of Birth : 04 – NOVEMBER– 1989**

**Father’s Name : Sr. Multan Singh**

**Marital Status : Unmarried**

**Nationality : Indian**

**Hobbies : Making Friends & Listening music**

**Strengths : My Family & my friends**

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| **DECLARATION** |

***I here by declare that the information finish by me in this Resume is true to the best of my knowledge & belief***

**Date : \_\_\_/\_\_\_/\_\_\_\_\_\_\_**

**Place :New Delhi (SUKHBIR SINGH)**