CURRICULUM VITAE

**AMIR KHAN**

S/O S. K. PATHAN

BESIDE OF MANMANDIR CINEMA TANSEN ROAD,

HAZIRA GWALIOR (M.P.)474003

E-mail :- [amirmca2007@gmail.com](mailto:amirmca2007@gmail.com),

amir.khan.cse@itmuniversity.ac.in

Mobile:-,7987297153, 7354953295

|  |  |
| --- | --- |
| **Objective** | “To Obtain a challenging position in IT Industry & field of Networking, maintenance and administration in an organization with global perspective”. |
| **Experience** | **WORKING IN ITM UNIVERSITY GWALIOR**  **Network Administrator, SINCE SEPTEMBER 2018 TO TILL DATE**  **JOB SUMMARY:-**   * Administrating and troubleshooting 2003 server (work group model). * Managing user accounts and giving share & security level permissions. * Responsible to install, set up, maintain network and also configure the peripherals,   cabling and equipments accordingly as per the requirement.   * Responsible for maintaining the company strategy like designing, implementing and   maintenance of enterprise network components.   * Responsible for monitoring/troubleshooting hardware devices. * Responsible for maintaining the Backup network, hardware, software, files on a regular basis accordingly as per the organization policies. * Timely analyze whether any repairs or replacements is needed. * Managing data base of server & creating new users accounts. * Responsible for configuring & troubleshooting Switches. * Responsible for troubleshoot Microsoft windows issues. * Responsible for configuring & troubleshooting Microsoft outlook accounts. * Responsible for creating new Microsoft outlook accounts for new users. * Monitoring complete network & providing network statistics. * Responsible for the installation of software's like antivirus, MS-office, adobe & acrobat reader, oracle 10g/11i, Adobe Photoshop, Go-TO Meeting, configuring and   Conducting Webinar, Mat lab 7 /8 etc.   * Having knowledge of installation and configuration of FTP server over LAN. * Responsible for maintaining/ troubleshooting network related issues. * Responsible for maintaining & troubleshooting network printers. * Responsible for troubleshooting Internet issues.   **JWAHAR NAVODAYA VIDYALAYA NARWAR (SHIVPURI**)  **FACULTI CUM SYSTEM ADMINISTRATOR ( since JULY 2011 to APRIL 2012 )**   * Maintaining of computers LAB, Hardware & software etc. Repair Computer   Installation, configuration & system optimization, Hardware Maintenance.   * Teaching Application software like MS-Word, Excel, PowerPoint, Photoshop, DOS, Windows, Internet.   **JWAHAR NAVODAYA VIDYALAYA SHAMSHABAD(VIDISHA**)  **FACULTI CUM SYSTEM ADMINISTRATOR ( since JULY 2010 to APRIL 2011 )**   * Maintaining of computers LAB, Hardware & software etc. Repair Computer   Installation, configuration & system optimization, Hardware Maintenance.   * Teaching Application software like MS-Word, Excel, PowerPoint, Photoshop, DOS, Windows, Internet.   **G.I.C.T’S Group of Institution (GWALIOR**)  **Lecturer (Hardware 7 Networking)( since Jan. 2009 to June 2010 )**   * Assigned Theory classes. * Conducted **Workshop on computer assembling and installation.**   **MODERN I.T.I. COLLEGE (GWALIOR**)  **Training Officer ( since Oct. 2007 to Oct 2008 )**   * Teaching Application software like MS-Word, Excel, PowerPoint, Photoshop, DOS, Windows, Internet. * Maintaining of computers, Hardware, software etc. |
| Education | **Post Graduation**  **Master of Computer Application** (MCA) From (I.A.S.E. University Rajasthan)  **Graduation**  **Bachelor of Computer Application**(BCA) From( M.C.R.P.V. University Bhopal) ( 2002-2005 )  **Technical**  **J.C.H.N.P.** course (Hardware & Networking) from **Jet king Institute** from Gwalior. |
| **Operating Systems** | * Windows 2003 server, Windows 2008 server, MS-Dos, Windows XP, Windows2K , Windows Vista, Windows 7,Windows8. * Installation of Linux and Fedora. |
| **Skill Set** | Networking:-  * Working with Domain Network * Network security & Maintenance * Configure DNS & DHCP server * Internet configuration and troubleshooting. (DSL, Dial-up, Wireless, Leased line ISDN).  Hardware:-  * Computer Assembling. * Installation, Configuration & System Optimization. * Diagnostic & troubleshooting PC Problems. * Motherboards, Processor, Memory Installation. * Backup Job and Data Recovery. * Software and Hardware Installation (Modem, NIC, sound card, display card etc.). |
| **Achievement:**  **OPTIONAL**  **INFORMATION** | * **Received “Performer of the Year” award for IT support in September 2016 at ITM University Gwalior, Madhya Pradesh.** * **Conducted training program on “practical skills using ICT enabled virtual laboratories for secondary science teachers” as a Resource Person at regional Institute of Education (RIE), NCERT, Bhopal during March 01-03, 2016.** * **Conducted training program on “Use of ICT in science at secondary level” as a Resource Person at regional Institute of Education (RIE), NCERT, Bhopal during September 11-15, 2017.** * **Conducted training program on “Use of virtual laboratory in science at secondary level” as a Resource Person at regional Institute of Education (RIE), NCERT, Bhopal during February 9-11, 2018.** * **Conducted training program on “The use of Virtual laboratory in science at secondary school level for the teachers of minority/SC/ST, concentrated areas” as a Resource Person at regional Institute of Education (RIE), NCERT, Bhopal during March 23-27, 2018.**   **Name** - **AMIR KHAN**  **Father name** - Shri S.K.Pathan  **Mother name** - Smt. Jeenat Khan  **Hobbies -** Internet surfing, Singing & Listening Songs.  **Salary**  - Negotiate  **Date of Birth** - July-06-1985  **Marital Status** - Married  **Linguistic Ability -** English, Hindi ,Urdu |
|  |  |

**DATE :- 08/02/2019 AMIR KHAN PLACE :- Gwalior Name & Signature**