**RESUME**

**Mukesh Sharma**

**Sector 18, Sarhaul, Gurgaon, Haryana**

**Contacts:** +91- 8858590119

E**mail:[mukesh.sharma189@gmail.com](mailto:mukesh.sharma189@gmail.com)**



**CAREER OBJECTIVE**

I would like to be a part of an organization where I could use and enhance my knowledge and talent for the development of both the organization and myself.

**PROFILE**

* Experience in managing entire spectrum of functions related to **Network Management, System Administration and Hardware Support including Implementing Switching and Routing solutions.**
* Attention to detail with capability to switch to allied or varied technologies depending on project requirements.
* **Focused and hardworking professional** equipped with thorough knowledge and technical understanding coupled with an analytic bent of mind and confident to take challenging assignments.



**PROFESSIONAL EXPERIENCE**

**Executive Network Admin**

**Spazeclub Pvt LMT. Apr 2018 to Apr 2019**

* Proficient in setting up & managing wide area / local area networks and networking devices.
* Knowledge on operating system installation, repair, upgrade, troubleshooting and monitoring.
* Managing the overall administration of LAN, WAN involving designing of network layouts.
* Installing and maintaining network and data communication hardware and software environment.
* Have hands on experience working with the troubleshooting of the customers’ issues.
* Have good working knowledge of MS Operating systems, Desktop/PC related issues.
* Microsoft Outlook 2007/2010 configuration.

**System Administrator**

**Live Tech Services Jun 2016 to Mar 2018**

* Provide network and system support for enterprises level operations.
* Planned and designed the organization’s LAN network performance tuning, security monitoring .
* Managed computer installations along with all related accessories and networking to ensure hassle free functioning of systems. Updated users on maintenance tips for prolonged service life of machines.
* Handled installation & maintenance of Operating Systems, Application Software, Assembling, Virus Protection and peer-to-peer Connection & Cabling.
* Manage Goautodial, Vicidial, and Aster Dialer. Generate Time of service of Agents, Campaign Creation etc.
* Installation and configuration of Goautodial Dialer server. Generate time of service of Campaign Creation, user creation, carrier configuration etc.
* Managed entire computer hardware/ networking operations with an eye for viability of business enterprise.



**TECHNICAL SKILLS**

Desktop Operating System Windows 7, Windows 8, Windows 8.1, Windows 10

Software Packages MS Office, 2003, 2007, 2010

Mail Management Microsoft Outlook 2003, 2007, 2010

Networking LAN, WAN, ROUTER CONFIGURATION

Security Symantec-Norton, McAfee, Quick Heal Antivirus, E-Scan, Firewall

Remote Access Remote Assistance, Remote Desktop, Ammy Admin

Video Conference Handling video conferencing device setup, Skype

Productive Dialer ViciDial, Goautodial



**EDUCATIONAL QUALIFICATIONS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Professional**  **Qualification :** | | | | |
| **Examination** | **University/**  **Board** | **Institution** | **Marks%** | **Year** |
| **Master of Computer Application** | **Dr.A.P.J Abdul Kalam Technical University** | **Ewing Christian Institute of Management & Technology (**ECIMT**)** | **61.18** | **2016** |
| **Bachelor of Computer Application**  **(BCA)** | **SVSU** | **Swami Vivekananda Subharti**  **University, Meerut** | **70** | **2013** |
| **Intermediate** | **U.P.BOARD** | **S.S.B.L INTERMIDET COLLAGE DEORIA** | **59.4** | **2009** |
| **High School** | **U.P.BOARD** | **S.S.B.L INTERMIDET COLLAGE DEORIA** | **63.83** | **2007** |



**STRENGTH**

* Positive attitude
* Punctuality
* Hard work
* Self confidence



**HOBBIES**

* Interacting to new people
* Listening To Music



**PERSONAL DEDTAIL**

Name : Mukesh Sharma

Father : Dinesh Sharma

Address : 22/221 Deoria Khas, Deoria (U.P.) 274001

Date of birth : 4th Nov 1992

Sex : Male

Marital status **: M**arried

Nationality : Indian.

Languages Known **:** English, Hindi.



**I hereby declare that all the information above it true to the best of my knowledge. Kindly consider my candidature and give me a chance to serve your fast growing organization.**

Date:

Place: **(Mukesh Sharma)**