**Curriculum vitae**

**Narayan Singh**

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**Career objective:-**

A reliable, self-motivated and committed individual seeking a challenging role within a growing organization and having an enterprising attitude & approach, which gives a sense of ownership and successful leadership qualities in the form of motivation. Also have the ability to adopt and be a flexible in new environment. An effective communicator with excellent interpersonal & relationship management skills.

**Summary:-**

* More than 7 Years of experience As System Engineer/System Administrator
* Server/ Configuration/Troubleshooting.
* IT Infrastructure & Techno Functional Support:   
  Maintaining & configuration of **Windows 2003, 2008, 2012 Server**.
* Troubleshooting in SQL Server 2000, 2005 and 2008 and 2008 R2
* Active Directory, Users/computer, **Printer & File Server Implementations & Configurations**
* Maintaining & Implement of Mail Server, File Server & Application Server.
* Installation, Maintenance, Security and Configuration of Windows & Linux Server.
* Installation and configuration of **FTP server**, hosting a website on Linux server/ windows server
* Maintenance and configuration of **Firewall and Router**
* Maintenance & Troubleshooting of complex Network & Patch updated technology
* Managing Antivirus server  **Quick heal, Trend Micro Endpoint Security and  Symantec Endpoint Protection**
* Designing and implementing Of Wi-Fi.
* Configuration of switch (Cisco)
* Basic Knowledge of **VoIP** (Voice over Internet Protocol).
* Managing and Configuring **VLAN**.
* Basic Knowledge of WordPress 4.9.1
* Basic Knowledge of VMware 8.1,10, 11
* Basic knowledge of **MySQL**, **Apache**
* Knowledge of IT support portal Tool (OTRS, DCL).
* Handling PRI Telephone lines & Assign **CCTV DVR an IP Address** setup.

**Work Experience:-**

* **“Nov 2016 to till Now”: As System Engineer at Mind Shaper Technology Pvt. Ltd., Gurgaon Haryana**
* **“Mar 2014 to Nov 2016”: As system Administrator at KK Infotech Pvt. Ltd., Saket Delhi**
* **“Jan 2012 to Mar 2014”: As IT Help Desk at N&N Chopras Consultant Pvt. Ltd, Nehru Place Delhi**

**Technical Experience:-**

* Have Server Implementation Project Experience in **WINDOWS AND LINUX SERVER BASED** Environment & Networking Infrastructure Management.
* Able to resolve user issues/problems in reasonable time.
* Able to map business process requirements with software/Hardware functionality.
* Installing & Configuring **TCP/IP, DNS, POP3, IMAP3 and DHCP**.
* **Group Security Policy, Vendor relationship management, Installation, Troubleshooting, Configuration, Maintenance, Virus-Antivirus workout.**
* Ability to configure **firewall/Access Point and UTM (pfsence).**
* Ability to configure IT support policy and IT support portal.
* **Connectivity Active Directory, LDAP & Users/Computer Configuration and Switching, Routing Cabling in Network Configuration**.
* **Office Packages:** - **Microsoft Outlook 2000/2003, 2007, 2010, 2013, 2016 Outlook Express, Microsoft Outlook Web Access, Mozilla thunderbird.**
* Creating MIS & other daily reports. Responsible for complete EDP activities.
* Ability to manage and plan activities including backups, indexing, integrity and consistency checks etc.
* Manage asset and analyze the current IT environment.
* Designing and implementing information system processes.
* Identify opportunities for standardization and improvement of processes and policies and implement best practices
* Makes effective decisions; acts decisively; anticipates future needs; and collaborates with team members to obtain their perspectives
* Demonstrates a positive attitude/energy
* Takes ownership, follows through, and delivers on commitments
* Good IT Concept & Knowledge

**Role and Responsibilities with Mind Shaper Technologies Pvt Ltd:-**

* **Managing Network Infrastructure**
* **Maintain system efficiency**
* **Ensure design of system allows all components to work properly together**
* **Troubleshoot problems reported by users**
* **Managing IT Support Services**
* **Maintaining Company’s Website**
* **Managing backup server and maintaining daily basic backup procedure**
* **Make recommendations for future upgrades**
* **Maintaining network and system security**
* **Maintaining Security devices**
* **Analyze and isolate issues**
* **Monitor networks to ensure security and availability to specific users**
* **Evaluate and modify system's performance.**
* **Identify user needs.**
* **Maintain integrity of the network, server deployment, and security.**
* **Ensure network connectivity throughout a company's LAN/WAN infrastructure is on par with technical considerations.**
* **Design and deploy networks.**
* **Perform network address assignment.**
* **Assign configuration of authentication and authorization of directory services.**
* **Maintain network facilities in individual machines, such as drivers and settings of personal computers as well as printers and scanner.**
* **Maintain network servers such as file servers, VPN gateways, and intrusion detection systems.**
* **Administer servers, desktop computers, printers, routers, switches, firewalls, phones, personal digital assistants, smartphones, software deployment, security updates and patches.**
* **Monitoring and Controlling ticketing Tool (OTRS) and Spicework.**
* **Create IT OPS reports.**

**Educational and Professional Synopsis:-**

* 2011-13 MCA (Master of Computer Application) from Punjab Technical University, Jalandhar with 71% marks.
* 2007-10 BCA (Bachelor of Computer Application) from Jamia Hamdard, New Delhi with 64% marks.
* 2007-10 DIMT (Diploma in International Management & Technology) completed from Softdot Hi-Tech Educational & Training Institute, New Delhi with ‘A’ Grade.
* 2006-07 senior secondary (12th) From Utter Pradesh Board with 59% marks.
* 2004-05 Secondary (10th) From Utter Pradesh Board with 49% marks.

**Strength & Hobbies:-**

* Good analytical skills and comprehensive problem solving ability.
* Flexibility to adopt new technologies and zeal to learn new technologies.
* Positive attitude and enthusiastic in teamwork.
* Punctual, Friendly and Self Motivated.
* Internet Surfing, Watching T.V
* Listening to Music and Travelling

**Personal Profile:-**

* Father’s Name : Ramesh Chandra
* DOB : 04th Apr 1989
* Sex : Male
* Nationality : Indian
* Passport No : L8173538
* Language Known : English, Hindi (R,W,S)

**Declaration:-**

I hereby declare that the information given here with is correct to my knowledge and I will responsible for any discrepancy.

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

**Place:** New Delhi (Narayan Singh)