**ankit**

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Tel :- 7006814356, 9419100855

Passport No :- **M4944803**

**PROFESSIONAL PROFILE**

A well- qualified professional in Information Technology with a broad knowledge in a variety of software and hardware. My main area of specialization is within Desktop Support and Network administration. I am determined to acquire a challenging position in an established organization where my varied skills, prior experience and knowledge can be utilized to ensure a positive outcome for your company and myself.

**CAREER HIGHLIGHT AND KEY SKILLS**

* Well experienced on Windows 7.
* Management of **Firewall.**
* Centralized **Wi-Fi** system.
* Cisco networking, switching,
* Management of **Routers** and **Switches.**
* Laptop & Desktop **Services for all brands of computers** including Mac Systems.
* Managing large scale **Windows systems** environment with strong understanding of **Network fundamentals**.
* **Operating systems** – Windows operating system,
* Computer Networking and Computer Hardware **Troubleshooting.**
* Knowledge of Network firewall
* Network Printers etc
* Participated in three day Workshop on Sector council for person with disabilities by NSDC
* Participated in two day workshop on Counselling skills and technique at Panchayat bhawan jammu

**EDUCATION QUALIFICATION**

* **Bachelor of Engineering (B.E.)** in **Computer Science Engineering** from JAMMU UNIVERSITY.
* **12th from J&K Board of School Education**
* **10THfrom J&K Board Of School Education**

**CERTIFICATION**

* **IBM Certified Associate Developer -- Rational Application  
  Developer for Web Sphere Software**
* **Certificate for Participating in “The Great Mind Challenge -2011” Annual National Software Development Program by IBM**
* **Certification in Cisco Certified Network Associate from National Institute of Electronic and Information Technology.**
* **Orion Edutech (Partner NSDC) Certified** Hardware **and Networking Trainer.**
* **DDUGKY ESOP Certified from National institute of Rural Development**

**CCNA SKILLS**

* CCNA 1: Networking Fundamentals
* CCNA 2: LAN Switching and Wireless(VLANs,VTP,STP,Inter-VLAN Routing)
* Knowledge of Routers 1900 Series (1941,19211841,1761)
* Knowledge of Switches (2960 Managed switch, 2950 etc.)
* Knowledge of installation and configuring of CISCO Routers and Switches.

**PROFESSIONAL HISTORY**

**Orion Edutech Pvt Ltd.(DDUGKY) (Nov 2017 to Jan 2018)**

**IT Administrator/ Hardware and Networking Senior Trainer**

* Identifying training needs by evaluating strengths and weaknesses.
* Develop or oversee the production of classroom handouts, instructional materials, aids and manuals.
* Conduct **network troubleshooting** to segregate and identify general network problems.
* Perform as back-up support on entire workflow systems.
* Maintain server, upgrade, and secure, system backups and disaster recovery preparation.
* Support implementation and planning of deletions, additions and major changes to support regional infrastructure.
* Recommend software and hardware solutions comprising of **upgrades and new acquisitions.**
* Install software, maintain and introduce training as needed.
* Maintain and secure passwords, file system security and data integrity for desktop environment.
* Manage entire purchase of inventory related to hardware, software and other IT supplies.
* **Configuring and Maintenance of Biometric** Attendance Devices.
* **Configuring and Maintenance of CCTV** Surveillance System.
* Control and **Installation of CCTV** surveillance system.
* Daily provision of general and high level **IT Support** (200+ Users)
* Diagnosing and **resolving** end-user network, PC **hardware problems, e-mail, Internet**, and etc.

**Soft Utility Solution Pvt Ltd. Noida (Jan 2015 – Sep 2016)**

**IT Administrator (IT Process and Support)**

* Analyzing [**system logs**](https://en.wikipedia.org/wiki/Computer_data_logging) and identifying potential issues with computer systems.
* Applying [**operating system**](https://en.wikipedia.org/wiki/Operating_system) updates, patches, and configuration changes.
* Installing and configuring new [**hardware**](https://en.wikipedia.org/wiki/Computer_hardware)and [**software**](https://en.wikipedia.org/wiki/Computer_software).
* Adding, removing, or updating [**user account**](https://en.wikipedia.org/wiki/User_account)information, resetting [**passwords**](https://en.wikipedia.org/wiki/Password)**,** etc.
* Answering technical queries and assisting users.
* Responsibility for [**security**](https://en.wikipedia.org/wiki/Computer_security).
* Responsibility for [**documenting**](https://en.wikipedia.org/wiki/Documentation) **the configuration of the system.**
* [**Troubleshooting**](https://en.wikipedia.org/wiki/Troubleshooting)any reported problems.
* System [**performance tuning**](https://en.wikipedia.org/wiki/Performance_tuning)**.**
* Ensuring that **the network infrastructure** is up and running.
* Configuring, adding, and deleting file systems.

**Worked with BSNL Next Generation Network as a Network Engineer**.

**Working with Desktop Support Engineer with Wipro under Progressive Info vision Pvt. Ltd**

**PERSONAL INFORMATION**

Address : R/O (Jammu)

Nationality :  Indian

Status : Single

DOB : 07/07/1989

Languages : English, Hindi & Dogri