**BALMUKUND UPADHYAY **

**Mobile: +91-9582425158 ,E-Mail: balmukundupadhyay484@gmail.com**

To be associated with a growth-oriented firm where I have the challenging responsibility to prove and take my company to the Zenith’s of success.

**Job Summary:**

Handling Access Control System (ACS) like activation of employee’s ID cards and Distribution of card of the employees.CCTV & Fire panels assisted all the building wardens during the fire evacuation drill and reports thereafter. Upload day to day attendance report of employees from SAP logon system. Maintaining database of employee.Making daily report of BMS systems.Handling material purchase and procurement like Electrical, Housekeeping and stationaryrelated items etc.Intersecting with clients, requests and resolving complaints.Maintaining Stock register, Complaint register, Attendance registers etc.Management of inventory report.Making HSD data and HSD DG report.Making energy consumption report.Making weekly and monthly Complaint report.Handling all housekeeping services. Maintaining Individual files of Employees Keeping a

Track of joining formalities of new joiners.

**PROFESSIONALEXPERIENCE:**

**Presently working with SAMSUNG India Pvt. Ltd. Deployed through a Sub – Contractor As Led Coordinator 14th March’14 to till Date.**

* Operating STRUXUREWARE For BMS System
* Endura Network Video Recorder (NSM5200)
* Endura Work Station For Camera Monitoring system (WS5080)
* Andover Continuum Cyber Station 1.8 For Access Control System
* Edwards Fire Alarm System (EST3)
* Air Handling unit operation and maintenance.
* P.A. System operation and maintenance.
* C.C.T.V. surveillance operation and maintenance.
* Fire Alarm System operation and maintenance.
* BMS system operates TAC Vista Server system.

**Cadence Design Systems India Private Limited NSEZ Noida**

“**BMSEXECUTIVE” (Aug-2011 to Aug-2012) Acktron Security System (Operating)**

* AccessControl System operation and Maintenance
* Operating Fargo Card Printer Machine
* Bms System Operating And Maintenance
* Making daily report of BMS systems
* VESDA Panel Operating
* Operating HVAC System
* EBI R 400.02 Server Operating System
* PALM Access Operating and Maintenance
* PAHU Unit Operating
* Battery System Operating
* DVM Server Operating And Maintenance
* CQRS Panel Operating

**DharampalSatypal Ltd. A-85-86 Sector 2 Noida (August 2012,PresentVigilance Officer)**

* C.C.T.V. surveillance operation and maintenance
* Making daily report of BMS systems

[**Academic Qualification**](file:///C:\My%20Documents\Local%20Settings\OM%20VEER%20SINGH\Local%20Settings\Temp\resume.htm#ski_sectiontitle_) :

* Graduation Passed from DDU Gorakhpur University, Gorakhpur Uttar Pradesh
* 12th Passed from UP Board Allahabad
* 10thPassed from UP Board Allahabad

[**Technical Qualification**](file:///C:\My%20Documents\Local%20Settings\OM%20VEER%20SINGH\Local%20Settings\Temp\resume.htm#ski_sectiontitle_) :

* Diploma in Computer Application (D I T) from LBSTI Noida Uttar Pradesh in 2008
* Operating Software Honeywell, Schneider, Samsung , Siemens, Smart viewer, SQL Server, Tac Building ,

[**Languages Known**](file:///C:\My%20Documents\Local%20Settings\OM%20VEER%20SINGH\Local%20Settings\Temp\resume.htm#ski_sectiontitle_)

* English : Read/Write/
* Hindi : Read/ Write/Speak

**PERSONAL DOSSIER:**

Father’s Name : Mr. ShatrughanUpadhyay

Date of Birth : :14/April/1992

Material Status :Married

Gender : Male

Nationality : Indian

Religion : Hindu

Present Address :Sector 49Noida201301, Mob, 9582425158

Permanente Address : Vill.Baidadava Post .BashniDisttShantkabirnagar up

**Declaration:**IBalmukundUpdhyay hereby declare that theinformation here in stated above is true to the best

Of my knowledge and belief.

Date:**(BALMUKUND UPADHAYAY)**