**AMIT KUMAR**

**About Me**

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9.5 Years’ Experience

+91. 8505875152

IGI Airport T1 & T3 New Delhi

amit.dhaka@hotmail.com

https://www.linkedin.com/in/amit-kumar-02806957

July 5, 1988

 **IT System & Network Administrator**

IT System & Network Administrator, Total 9.5 years of IT experience in providing specialised support to key Customers. Good knowledge and experience in MS Windows 7, 8.1,10 & Server 2003, 2008 R2 2012, 2016 & MAC OS Application Administration and Video Conferencing

**Education**

**Masters, MCA**  PostGraduate; July 2012Eastern Institute for Integrated Learning in Marks 69% Management University Sikkim (EIILM) Division- 1st

**Bachelor, BCA** Graduate, July 2010 Uttar Pradesh Rajarshi Tandon Open University Marks 65.3%
Allahabad UP (UPRTOU) Division- 1st

**10+2** July 2006Janta Inter College Mahua Bijnor Marks 53.6%
UP Board Division- 2nd

**Professional Qualifications and Affiliations**

* Installing and Configuring Windows Server 2012 (**410**) (Online Global Certification from Microsoft)

Certificate No- **F986-4503**

Candidate ID- **MS0610084592**

Marks- 88%

Passing Year- 2017

* System Engineer Network and Device (MCSE & CCNA) from HCL Infosystems Ltd.

Certificate No- **27554**

Marks- 80%

Passing Year- 2012

* O Level from DOEACC (Department of Electronics Accreditation of Computer Courses) New Delhi in

Certificate No-**079090**

Marks- 60%

Passing Year- 2009

**IT Skills**

* Windows 7, 8, 8.1 & 10
* Server 2008, 2012 & 2016
* AD, DNS, DHCP, WDS, Print Server, FTP, Lync, LAN, WAN, AP, ESSL Attendance System, Video Conferencing System,
* Installing and Configuring Designing Software’s, AutoCAD, Revit, Safe, Navis, ETAB, ETAP, Pipenet, Stadd Pro, DA, Tekla, BDS, HAP, Rebar Cad, Sketch UP etc.
* LAN, WAN, Network Printer, AP Configuration, Networking, Hardware, Software, IBM Storage.
* User Complaint, Antivirus Server, Design Server, Firewall, OWA, Outlook & ERP



**Work Experience**

**August 2019 – Current**
**IT Support Executive**
**Larsen and Toubro Ltd. B&F IC**

**Project Location- IGI Airport T1 & T3**

Managing and Supporting Activities-

Same as previous

**Work Experience**



**Dec 2018 –July- 2019**
**IT Support Executive**
Talent Pro
Client Site- **Larsen and Toubro Ltd. B&F IC Faridabad**

Managing and Supporting Activities-

* Management all type of IT works
* To ensure the smooth operation of entire system, including Desktops, Laptops, and Servers.
* Network troubleshooting
* Manage network. Connectivity.
* Manage router.
* Manage LAN.
* Installation of workstation, server, network devices & peripherals.
* Installation & Configuration iMac & MacBook Pro MacBook Air.
* Virus protection & removal, Internet connection problem, E-mail Troubleshooting (Configuring & Troubleshooting of Microsoft Outlook clients)
* Hardware and Software Support for IBM & Fujitsu Servers & Workstations Dell, HP, Lenovo & Acer Desktop and Laptops
* Manage Global AD, DNS, DHCP & WSUS Server
* Network troubleshooting Window & iMac, MacBook Mac Book Air
* Installation & troubleshooting Hardware and Software Apple iOS X
* Installation & Troubleshooting of different application such as Adobe Acrobat, MS Office, Outlook
* Administrator of Windows Server 2008 R2, 2012 & 2016, which includes installation of server, user management, disk management & installation of service packs.
* Interacting with various vendors for sourcing products & solution and for closure of calls of certain machines, which are supported by them.
* Manage Network Heavy-duty Printer (Sharp & Canon)
* Maintaining & updating the LAN diagram of site
* Designing the back-up strategy for the site and ensuring scheduled / unscheduled back as per back-up plan & restoration
* Administrator Symantec Endpoint Protection Manager 14 Server through which remotely updates & scan client.
* Providing the Support for Microsoft Lync 2013-16
* Remotely access the Site PC & Servers and providing the Support
* Manage & Configure Cisco & Aruba Access Point (AP)
* Installation & Configure Network Printer A3, Scanner, Plotter, All-in-one
* Manage I-Clock Bio Matrix Attendance System
* Manage Dahua NVR with IP CCTV Cameras

**Work Experience**



**Mar 2016 – Dec 2018**
**IT Support Executive**
T&M Service Consulting Pvt. Ltd.
Client Site- **Larsen and Toubro Ltd. B&F IC Faridabad**

Managing and Supporting Activities-

* Management all type of IT works
* To ensure the smooth operation of entire system, including Desktops, Laptops, and Servers.
* Network troubleshooting
* Manage network. Connectivity.
* Manage router.
* Manage LAN.
* Installation of workstation, server, network devices & peripherals.
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* Hardware and Software Support for IBM & Fujitsu Servers & Workstations Dell, HP, Lenovo & Acer Desktop and Laptops
* Manage Global AD, DNS, DHCP & WSUS Server
* Network troubleshooting Window & iMac, MacBook Mac Book Air
* Installation & troubleshooting Hardware and Software Apple iOS X
* Installation & Troubleshooting of different application such as Adobe Acrobat, MS Office, Outlook
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* Designing the back-up strategy for the site and ensuring scheduled / unscheduled back as per back-up plan & restoration
* Administrator Symantec Endpoint Protection Manager 14 Server through which remotely updates & scan client.
* Providing the Support for Microsoft Lync 2013-16
* Remotely access the Site PC & Servers and providing the Support
* Manage & Configure Cisco & Aruba Access Point (AP)
* Installation & Configure Network Printer A3, Scanner, Plotter, All-in-one
* Manage I-Clock Bio Matrix Attendance System
* Manage Dahua NVR with IP CCTV Cameras

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**Work Experience**

**December 2014 – March 2016**
**IT Support Engineer**
Accurate Logistics.
Nehru Place New Delhi

Client Site- **Larsen and Toubro Ltd. B&F IC Nehru Place Delhi**

Managing and Supporting Activities-

* Manage LAN, WAN & User Complaints of Daily Bases.
* Installation of workstation, server, network devices & peripherals.
* Virus protection & removal, Internet connection problem, E-mail Troubleshooting (Configuring & Troubleshooting of Microsoft Outlook clients)
* Installation & Troubleshooting of different application such as Adobe Acrobat, MS Office, Outlook
* Administrator of Windows Server 2003 & 2008, which includes installation of server, user management, disk management & installation of service packs.
* To ensure the smooth operation of entire system, including Desktops, Laptops, and Servers.
* Installation & Configure Network Printer A3, Scanner, Plotter, All-in-one
* Network troubleshooting
* Manage router.
* Interacting with various vendors for sourcing products & solution and for closure of calls of certain machines, which are supported by them.
* Administrator Symantec Endpoint Protection Manager 12 Server through which remotely updates & scan client.
* Remotely access the Site PC & Servers and providing the Support
* Manage & Configure Cisco Access Point (AP)

**Work Experience**

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**November 2013 – December 2014**
**Network Engineer**
TNS Networking Solutions Ltd.
Chatarpur New Delhi

Client Site- **Rail Vikas Nigam Limited (RVNL)**

Managing and Supporting Activities-

* Installation & Configuration of Windows XP & 7
* Installation & Configuration of Windows Server 2003 & 2008
* To ensure the smooth operation of entire system, including Desktops, Laptops, and Servers.
* Network troubleshooting
* Manage LAN & WAN
* Provide the Internet Access on Permission Bases
* Manage Cyberoam 100i & 200i Firewall
* Manage NEC EPABX Server with VPN Calling
* Manage Cisco RV042 VPN Router
* Network Rack Maintaining & Dressing Properly
* Maintaining HP LTO Tape Drive
* Managing Dell EMC Power Edge 640 Blade Servers
* Installation & Configuration of Aruba AP
* Punching the CAT-6 Cable
* Installing the I/O with Face Plate

**Work Experience**

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**April-2012 to Nov-13**

**SCC (Smart Class Coordinator)**
Educomp Solutions Pvt. Ltd.
Udyog Vihar Phase 3 Gurgaon HR

Client Site- **Roots International School Noorpur Bijnor UP**

Managing and Supporting Activities-

* Installation and Configuration Windows XP Operating System
* Manage LAN & WAN Related Issues
* Installing & Configuration Server 2003
* Managing Acer Power Series Desktop PC’s
* Configuring HP Z420 Workstation for Server
* Installation & Configuration of Infocus, Sanyo & Dell DLP projectors
* Installation the E-Tech (Smart Board) for Smart Classes
* Installation the MIMIO Device with Light Pen
* Installation of new Modules & Chapters in the Server PC
* Installation the Server Patch
* Installation Symantec Antivirus
* Installation the Online UPS
* Full Hardware & Software Support
* License Pupation & Activation



**Work Experience**

**Octover-2010 to April-2012**

**System Administrator**
HCL Infosystems Ltd.

HCL CDC Bijnor UP

Managing and Supporting Activities-

* Installation and Configuration Windows XP Operating System
* Manage LAN & WAN Related Issues
* Installing & Configuration Server 2003
* Managing HCL Desktop PC’s
* Installation & Configuration of Sony DLP projector
* Installation of some software’s (MS Office, Adobe Reader, Antivirus, Tally, Drivers Software, etc…)
* Installation the Online UPS
* Full Hardware & Software Support
* PC Assembling & installation of OS
* Internet Connectivity
* Data Backup Scheduling

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**Work Experience**

**Sept-2009 to Sept-2010**

**Network Admin**
Aptech Ltd. Bijnor UP

Aptech Education Center

Managing and Supporting Activities-

* Installation and Configuration Windows XP Operating System
* Manage LAN & WAN Related Issues
* Installing & Configuration Server 2003
* Managing Laptop & Desktop Computers
* Installation & Configuration of projector
* Installation Symantec Antivirus
* Full Hardware & Software Support
* PC Assembling & installation of OS
* Managing BSNL Broadband Connection for Internet
* CAT-6 Cable Punching with RJ-45 Connector
* Installation of some software’s (MS Office, Adobe Reader, Antivirus, Tally, Drivers Software, etc…)

**Computer Proficiency**

* MS Office 2013-16
* Design Software’s- AutoCAD, EAB, Safe, RC Cad, Staad Pro & Revit Installation
* Planning Software Primavera P6 Installation
* Windows & Servers
* Hardware & Software’s
* Computer Assembling & T-Shooting of the PC
* Video Conferencing T-Shooting
* Office 365 OWA
* Outlook Configuration
* L&T EIP Portal
* Networking
* IP V4 Configuration
* IBM Backup Storage with Server

**Languages**

* Hindi
* English

**Personal Interests**

* Motivated and Organizational Skills
* Fully-dedicated while working
* Ready to take actions
* Time Punctuality

**Personal Details**

Father’s Name: Mr. Radheshyam Marital Status: Married
Birthday: July 5, 1988 Nationality: Indian
Gender: Male

**Declaration**

I, Amit Kumar, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.



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 AMIT KUMAR New Delhi

 Date:-