CURRICULUM VITAE

**SHAKEER**

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### **Career Objective**

**Seeking a better position in a professionally managed organization where my education, skills and experience in finance, accounts and administration can be utilized effectively for mutual benefit and positive result**

### **Career Profile**

**Vcare System, Kerala, India Experience: One year**

**IT Support**

* **Hired as a full-time systems support following initial consulting role.**
* **Provide Windows administration, network operating center (NOC) administration, LAN/WAN/, and VMware administration.**
* **Also manage FTP servers, AD/DNS, wireless access points.**

**Real Computers Experience: One year**

**System Administrator**

* **Installing and configuring computer hardware systems.**
* **Troubleshoot system failures.**
* **Implementation of changes on production servers in a Web Center environment.**
* **Upgraded and installed standard applications.**
* **Assist in troubleshooting production issues with members of other teams within I.T.**
* **Troubleshoot hardware issues and work with service providers to facilitate repairs.**

**National Population Register Project (NPR), India.**

**Supervisor**

* **Six month experience to collecting information in biometric devices.**
* **Technical support and installation for drivers and devices.**
* **Troubleshoot hardware issues and work with service providers to facilitate repairs.**

### **Responsibilities and Duties**

* **Performed preventative maintenance on PC’s and peripherals, Managed printer operations , Operating system installation**
* **Hardware assembling and disassembling the computer, Cabling, Troubleshooting, Networking, LAN & WAN trouble shooting.**
* **Responsible for preparing data entry for computer entry, maintaining databases, entering accountant and customer data, processing account and customer source documents, maintaining data entry requirements, securing information, testing customer account system upgrades and changes.**
* **Office administration staffs provide assistance to office workers. They maintain records and filing systems and are often in charge of data entry.**

### **Academic Qualification**

* **INFORMATION TECHNOLOGY ADVANCED NETWORKING (IT NWT) from government industrial training institute Kasaragod, under National Board in 2012.**
* **Higher Secondary (PUC), from C.J.A.S.C Chemnad, Kerala state in 2009.**
* **Secondary school leaving (SSLC), from P.B.M.E.H.S.S Nellikkatta, under Kerala state Board in 2007.**

### **Additional Qualification**

* **GCHNE(EL+, A+, OS SKILLS, N+, MCITP, CCNA and RH033), from goal technologies, Mangalore in 2010**
* **Computer : ADVANCED COMPUTER NETWORK ENGINEERING, from ACCEL IT Academy, Calicut in 2012**

### **IT Skills**

* **LAN/WAN Administration.**
* **Network set up.**
* **Productivity Improvement.**
* **Technical Support, Systems Installation.**
* **Security Solutions.**
* **Database & Management.**
* **UPS and printer management.**
* **Network troubleshooting, Server configuration.**
* **Physical network maintenance and upgrades.**
* **Basic switch and router maintenance.**
* **DHCP, SNMP and IPv6.**
* **Server2012/2008/Windows 8/Windows 7/Windows XP/2000/ME/98.**
* **Upgrade and troubleshoot of software.**
* **Perform installation tasks.**
* **Highly skilled in repairing and troubleshooting of computer hardware, software, computer networking and printers.**
* **Ability to work with remote users.**
* **Extensive experience with backup and image management software.**
* **Technical ability to repair computer hardware including Windows-based PCs.**

### **Personal Details**

**Date of Birth** : **19/04/1991**

**Gender : Male**

**Nationality : Indian**

**Place of Birth : Kasaragod, Kerala**

**Marital Status : Single**

**Languages Known : English, Hindi and Malayalam**

### **Declaration**

## I hereby declare that the information furnished above is true to the best of my knowledge.

Shakeer