**VENKATESAN**

### Objective

To obtain a dynamic position in a dynamic concern, which utilize both my educational and technical background and enables me to develop my skills further.

To contribute my skills constructively to the organization with my experience and the ample opportunities provided to me.

### Professional Experience

1. Name of the Organization: ( **CLEARING & FORWARDING**)

**Duration:** MARCH ’12 to till date.

**Responsibility:**

* Shipping Bill, Bill of Entry and Certificate of Origin in Online filing.
* Handling Export & Import Documentation
* Custom Clearing Documentation
* Co-ordination from liner Booking and form-13
* D O, Obtaining bond, Documents for a Import Clearance

1. Name of the Organization: **MICRO SYSTEM**

**Duration:** May 03rd to Aug 04th

**Designation:** Customer support engineer

**Role:**

* Assembling.
* Installation of hardware.
* Troubleshooting.

1. Name of the Organization: **ARROW TECHNOLOGY**

**Duration:** Aug 04th to Feb 08th

**Designation:** Customer support engineer

**Responsibility:**

* Installation of personnel computer, printers, scanners
* Configuring network under windows and peer-to-peer environments.
* Installation and configuration of workgroup and client/server model.
* Troubleshooting network problems.
* Configuring Outlook express,

1. Name of the Organization: **BHARTHI AIRTEL Ltd.**

**Duration:** March 08th to Jan 12th

**Designation:** DSL & Telephone Technical Officer

**Responsibility:**

* Installation of voice connection.
* Installation of Broadband connection through ADSL Modems, Routers & Wi-fi routers.
* Installation of VPN connection.
* Resolution of installation related complaints within TAT
* Execution of shifting within customer requested date

### Academic Qualification

B.A, ( ECONOMICS) from University of Madras in 2003

### Technical courses done

1. CCNA Certification Course Sance Bound Solution PVT. LTD - Chennai

2. DCHW (Diploma in Compute Hardware) in Micro system,- Chennai

### Technical skills

**Hardware & Networking**

* Good knowledge of various network cables, topologies & connectors.
* IP addressing.
* Installation, Administration & troubleshooting of Windows XP Professional, Windows 2003 Server.
* Configuring & working with Cisco routers & Cisco Layer 2 Switches.
* IP Subnet.
* Assembling, O/s installation (Win/XP/win8/2008k Server) & other software installations and troubleshooting of all software & hardware related problems.

**Software & Application skills**

Server O/S : Windows 2008

Platforms : Win XP, Windows7 Windows8 .

Packages : MS-Office13

### Personal Profile

Date of Birth : 22nd May 1979

Sex : Male

Marital Status : Married

Languages known : English, Tamil, Telugu,Hindi & Kannada.

**Job Seeker First Name / CV No: 1719006**

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