**SALIM**

**SALIM.291044@2freemail.com** ****

**CAREER OBJECTIVE:**

Seeking a challenging and rewarding position in system administration in a reputed organization where I can acquire new knowledge and sharpen my skills and put my efforts for achieving organizational as well as individual goals.

**PROFESSIONAL EXPERIENCE:**

*Present Job:*

Company Name : Akshaya e Center

Position : Reservation Executive

Date joined :11 Nov 2013

**TECHNICAL SKILLS:**

* MS Office
* Tally
* Installing and configuring operating systems and connecting to active directory
* Trouble shooting IT Hardware related problems
* In-house IT training to company staff
* Installing and Configuring the peripherals, software and drivers.
* Installing Configuring and Administering Network Topologies.

**EDUCATIONAL QUALIFICATIONS:**

* 2014: **B.com Finance 55% (Calicut University)**
* 2009**: 12th, Science Govt Kerala, 60 %.**
* 2006: **10th, GOV Kerala, 60%**

**PROFESSIONAL QUALIFICATIONS:**

* 2009: Course Completion in **Diploma Fire & Safety. (National Safety council of India)**

**OTHER SKILLS:**

* Social media (For business and personal)
* Able to work efficiently within a team as a team player.
* Good communication skill to complete the task.
* Positive attitude, determined, high energies.
* Hard working, and sincere.
* Good decision making and analytical skills.
* Listening , driving

**PERSONAL DETAILS:**

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| --- | --- | --- |
|  |  |  |
| Date of birth | : | 27/04/1990 |
| Gender | : | Male |
| Nationality | : | Indian |
| Languages Known | : | English, Malayalam, Hindi, Tamil and Arabic. |

**DECLARATION:**

I hereby declare that the above information is true and correct to the best of my knowledge.