#### 

**PALLE**

[**PALLE.291861@2freemail.com**](mailto:PALLE.291861@2freemail.com)

### CAREER OBJECTIVE:

To excel in position by applying my professional experience and strive towards fulfilling the responsibilities assigned to me, I can perform well in my fields, and I assure to uphold your quality standards, policies and procedures and I am a hard working Person, with excellent written and oral communications skills, ability to work in a team and ready to co-operate.

### PERSONAL SKILLS:

* To maintain good public relation.
* Excellent planning and organization skills.
* Excellent communication skills
* Honest & sincere in dealing with customer and colleagues
* Interested to take responsibilities and extra task

### COMPUTER AND TECHNICAL SKILLS:

* A course of **Hardware and networking (MCITP-Windows-2008,2012, CCNA)** from **Sunscreen Technologies,** Hyderabad**.**
* A course of **Diploma In Computer Application** from **NIIT,** Nizamabad. A course of **C-Language** from Computer Corner, Nizamabad.
* A course of Tally ( account with finance) from Rajiv Yuva kiranalu, Nizamabad.
* A course of Diploma in Computer Hardware from Computer Corner, Nizamabad.
* Good Skills in Typing 37(words per minute).
* Operating System Windows xp / 2000/2003/2012.
* Participation :- One day State level VLSI design program and with certification

### PROFFESSIONAL EXPERIENCE:

* Organization : First Credit Services
* Position : TEAM LEADER
* Period : May 2013 to May 2014
* Organization : SBI(Life Insurance Shubhnivesh)
* Position : SYSTEM ADMIN
* Period : June to Nov. 2014
* Organization : **Etisalat Facilities Management**
* Position : **SECURITY INCHARGE**
* Period : Aug. 2015 till date

### RESPONSIBILITIES:

* Monitoring and operating CCTV cameras and other recording systems.
* Pro-actively ensuring the protection of merchandise, property and assets.
* Accurately reporting all incidents to senior managers.
* Preventing and detecting offences on site.
* Conducting searches of personnel, vehicles and bags etc.
* Carrying out inspections of stores and the car park.
* Controlling the entry and exit of vehicles.
* Liaising with the emergency services, police, ambulance and fire service to resolve issues and maintain security and service.

### EDUCATION QUALIFICATION:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Level of education** | **Institution** |  | **Board/University** | **Year of** | **Aggregate** |
|  |  |  |  | **passing** | **(%)** |
|  |  |  |  |  |  |
| B.tech(Electronics and | Kshatriya |  |  | 2013 | 61.44 |
| communication | college | of | JNTUH,A.P |  |  |
| engineering) | engineering |  |  |  |  |
|  |  | |  |  |  |
| Intermediate(M.P.C) | Kakatiya Junior | | Board of Intermediate | 2009 | 89.2 |
|  | college |  | Education ,A.P |  |  |
|  |  | |  |  |  |
| S.S.C | Zilla Parishath | | Board of Secondary | 2007 | 68 |
|  | High School |  | Education ,A.P |  |  |
|  |  |  |  |  |  |

### PERSONAL INFORMATION:

* Date of birth : 12/04/1990
* Place of Birth : Mentraj Pally, Andhra Pradesh
* Gender : Male
* Religion : Hinduism
* Marital Status : Single
* Languages : English, Hindi & Telugu

### HOBBIES:

* Playing Cricket, Chess and Internet Browsing

### REFRENCES:

* Available upon request

### DECLARATION:

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