**Curriculum Vitae**

**SUMIN**

[**SUMIN.344272@2freemail.com**](mailto:SUMIN.344272@2freemail.com) ****

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| **OBJECTIVE:** |  |

Seeking a challenging position in a standard organization, utilizing my abilities developed through my

experience and education, with opportunity for career growth and to support the growth of the organization.

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| **EDUCATIONAL QUALIFICATION:** |  |

* **B.Sc. Computer Science** from Mahatma Gandhi University (Year of Passing 2012)
* **Higher Secondary**  from Kerala board of University (Year of Passing 2009)
* **S.S.L.C** from Kerala board of University (Year of Passing 2007)

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| **TECHINICAL EDUCATION** |  |

**1) DIPLOMA IN COMPUTER HARDWARE TECHONOLOGY**

**INSTITUTION ATTENDED :** TCPS IT EDUCATION, Elanthoor, Pathanamthitta

**YEAR :** 2012

**COURSES :** COMPUTER HARDWARE, LAPTOP TECHNOLOGY

**2) PROFESSIONAL IN SERVER ADMINISTRATION**

**INSTITUTION ATTENDED :** NETWORKZ SYSTEMS, Thiruvalla, Pathanamthitta

**YEAR :** 2013

**COURSES :** CCNA, MCTS & MCITP2008 SERVER

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| **GLOBAL CERTIFICATIONS** |  |

### MCITP : MICROSOFT CERTIFIED [INFORMATION TECHNOLOGY PROFESSIONAL 2008](https://www.google.co.in/url?sa=t&rct=j&q=&esrc=s&source=web&cd=7&cad=rja&uact=8&sqi=2&ved=0CEUQFjAGahUKEwioq_m1toLHAhXGUo4KHWEzCgc&url=https%3A%2F%2Fwww.facebook.com%2FBit.mcitp&ei=ud65VejqD8aluQTh5qg4&usg=AFQjCNFD3BCe-y9eXqTxTxPiq5MvAwE8Yw&sig2=vkvzQxP51u04OkNSI-8iHA)

**MCSA** **:** MICROSOFT CERTIFIED SOLUTIONS ASSOCIATE 2012

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| **PROFESSIONAL PROFILE** |  |

* 3+ years of experience in the field of Desktop Support Engineer
* Expertise in Desktop & Laptop
* Exposure to printers DMP, LaserJet & Inkjet
* Microsoft certification **(MCSA &MCITP)**

**Microsoft Certification**

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| **IT SKILLS** |  |

**Operating Systems :** Windows 2003, Windows XP, Windows 7, Windows 8.1

Windows 2008 server, Windows 2012 server

**Hardware :** All kinds of Desktops & Laptops

All kinds of Dot matrix printers, Laser & inkjet printers of canon, HP, Epson, etc

**Networking :** LAN and WAN

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| **PROFESSIONAL EXPERIENCE** |  |

1. **Company** - JTech IT Solutions & Training PVT LTD

**Site -** Ayurveda Bhawan, Sector – 66

Mamura, Noida

Uttar Pradesh

**Duration -** 15th February 2015 to 31st October 2015

**Designation** - Desktop Service Engineer

**Responsibilities :**

* Installation of O/S Win 2003 Server, Win 2008 Server,Win95/98, Win2K/XP, Win vista/ 7, MS Office and other software’s. Configure desktops, network settings, TCP/IP network configuration.
* User administration ( setup and maintaining account)
* Create file system
* Create backup and recovery
* Providing Technical support in system maintains of Network & Hardware’s
* Configuration and troubleshooting mail clients
* Outlook client installation, configure & troubleshoot
* Backup/Restore, Email Solutions, POP/IMAP/SMTP
* Providing support to LAN, Desktops And printers
* Install n\w printer and sharing printer’s
* Create network share folders
* Assembling of Computers.
* Software’s Installation & Support
* Setup security policies for users, a system admin must have a strong grasp of computer security ( e.g. Firewalls and intrusion systems)
* Trouble Shooting of Computers, Peripherals and General Basic Troubleshooting Motherboards, SMPS & CD-ROMs.
* Crimping, punching, arranging cables and patch panels.

1. **Company** - MICROLOGIC COMPUTERS PVT LTD

**Site -** Elanthoor,

Pathanamthitta, Kerala

**Duration -** 1st January 2013 to 30th December 2014

**Designation** - Desktop Support Engineer

**Responsibilities :**

* Implementing, Administrating, Troubleshooting and supporting Windows 2000, Windows 2003 Server.
* OS and Antivirus updating.
* Assembling, Configuring, Servicing Desktop Computers.
* Taking onsite services of Networks, Printers and Computers.
* Administering, Implementation and Troubleshooting Of Win98, 2003 & Windows XP Professional.
* Configuring & Trouble shooting LAN
* Hardware troubleshooting and maintenance of PCs, Printers, Servers& Thin Clients.
* Network laser printers and print server management.
* Installation of software utilities and applications.
* Installation of Antivirus Package and updates.
* Installation of Windows 2000/XP/WIN7/WIN8/WIN8.1/LINUX clients and configuring networks.
* Consulting support for On-site hardware expansion and up gradation.
* Installing, Configuration and troubleshooting of Outlook.

**Strengths**

* Ability to grasp new concepts and Technologies.
* Ability to work in team.
* Perseverance in getting job done, willing to work for long hours.
* Maintaining healthy relationship with Co-Workers, Customers and Employees.

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| **Personal Details** |  |

**Name :** Sumin

**Sex :**  Male

**Date of Birth** : 16-07-1991

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| **DECLARATION** |  |

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