**NARASIM**

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**SYSTEM ADMINISTRATOR & WEB BASED DESIGNER**

*Proven Success in System Admin, Database Solutions and Web Designing*

* **Accomplished Web Designer** with 9+ years of experience, managing web server infrastructures and data-center operations across multiple platforms (Linux, Windows). Effectively plan, install, configure and optimize the IT infrastructure to consistently achieve high availability and performance. Also designing websites, developing sites, etc.
* **Proven ability to create and deliver solutions tied to business growth,** organizational development and systems/network optimization. Skilled problem identifier and troubleshooter comfortable managing systems, projects and teams in a range of IT environments.

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| * HTML5, CSS3 * Domain Administration * Project Management * Workflow Planning * Productivity Improvement * Training & Mentoring | * PHP, JavaScript * Technical Support * Systems Installation,  Configuration & Upgrading * Security Solutions | * JOOMLA, DRUPAL, WORDPRESS, & Open source Customizations. * Database Design &  Management * Hosting Management |

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Professional Experience** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Global Corporation Japan KK** — Ibaraki, Japan, 2014 to date

***IT, Marketing and Sales Engineer*** (Nov 2014 to date)  
  
Hired as a full-time Web Administrator with special emphasis on enhancing the sales through this system. IT department of the organization.. -Installation and maintenance of new Enterprise Resource Planning System (ERP). - Marketing and Customer Relationship Management by using ERP - International trading activities by using ERP. Also manage FTP servers, AD/DNS. Design and implement highly secured web solutions for clients and employer.  
  
***Key Contributions:***

* Recommended the need to shift the company to a more to e-commerce oriented, to maintain its competitive force in the market.
* Evaluated, and recommended for Improvement and **revamp for the company’s website** including the content writing to a scalable solution.
* Build a trusting, friendly relationship and increase the productivity. ERP software is tailored to meet our needs, letting us gather sales and marketing information, build rapport with clients and track leads.
* Market Expansion - Now we have business relationships from UK, Trinidad, Singapore, Myanmar apart from the Local business inside Japan. The Internet has allowed our business to break through the geographical barriers and become accessible, virtually, from any country in the world to a potential customer with Internet access.
* ERP helps in reducing operational costs - ERP software solution also helps out in greatly streamlining processes and reducing running costs related to the business.
* Recognized by management and peers for strong leadership abilities, and provide mentoring and coaching to new and existing employees.
* **Improved SEO ranking** through setup and ongoing maintenance of SEO standards for the keywords & meta tags thereby increasing the business to a considerable level.
* Researched, recommended and implemented network enhancements that **improved the working system, reliability and performance** in the organization.
* Domain & Hosting server management for the clients.

**SADAF Design & Artwork Co LLC** — Dubai, UAE, 2011 to 2014  
***Administrator*** ***Systems*** & ***Web Base Graphic*** (March 2011 to October 2014)  
  
Hired as a full-time Web Designer following initial consulting role. Provide Designing & integrating the HTML pages with user database modules. Windows/ Linux domain & hosting administration, LAN/WAN/VPN administration, VMware administration, and intrusion detection and prevention (IDP)monitoring. Also manage FTP servers, AD/DNS. Design and implement highly secured web solutions for clients and employer.  
  
***Key Contributions:***

* Specialize in sales of cloud-based applications and infrastructure solutions for mid-sized to large corporations in the U.A.E. Manage 200+ customer accounts, deliver executive-level sales presentations, create proposals, and collaborate with leadership to develop new business and marketing strategies.
* Awarded “**Outstanding Achievement Award**” in 2011, 2012 & 2013 for exceeding annual sales quotas and providing exceptional customer service.
* Consistently rank in the top three salespeople out of 15 total sales reps.
* Recognized by management and peers for strong leadership abilities, and provide mentoring and coaching to new and existing employees.
* Evaluated, Improved and **revamped company’s website** including the content writing to a scalable solution.
* **Improved SEO ranking** through setup and ongoing maintenance of SEO standards for the keywords & meta tags thereby increasing the business to a considerable level.
* Researched, recommended and implemented network enhancements that **improved the working system, reliability and performance** in the organization.
* Improved business through **GROUPON online deals** for the Products & Services thereby increasing the revenue & turnover.
* Introduced **the Online Payment options** through PAYPAL for the products & services offered by the company. This includes managing the Email Order processing, PAYPAL invoicing & PayPal Transfers, Communicating with customers for Design, Order processing, Payment & Delivery related issues.
* Domain & Hosting server management for the clients.

**ORANGE Consulting** — Chennai, INDIA. 2007 to 2011  
***Project Consultant for Web Designing***  
  
Consulted with client companies to provide Web-based and designing solutions along with strategic planning and project leadership over Site integration, configuration, administration, upgrades and troubleshooting initiatives.

***Key Contributions:***

* Promoted sales of computer applications in a $5M sales territory comprised of the Middle East & Africa (MENA) region.
* Delivered presentations to executive management, developed sales proposals, performed sales analysis and forecasting, and prospected new customers through cold calling, email communications, and in-person meetings.
* Grew individual sales by 18% each year, and consistently surpassed monthly sales goals.
* Designed and facilitated employee training sessions on new product lines and various sales techniques.
* Involved in developing the pages with cross browser compatibility.
* Developing the Light-Weight Table-less HTML sites.
* Implementing of Optimized CSS and HTML Code
* Directed the implementation W3C Standards and Browser Compatibility and performance tuning of SEO aspects for client’s global operations.
* Led in-house and Technical Support team for the customers of our Clients to deal with the petty support queries, which significantly enhanced work performance.
* Stabilized, expanded and protected client network through effective support & backup.

**Studio V6** — Chennai, INDIA. 2006 to 2007  
***3D Modeler*** *&* ***IT Support Staff***  
  
The IT Support Technician will support all users to effectively use personal computer equipment and software for high productivity.

***Key Contributions:***

* Converting CAD Diagrams into 3D models for Real Estate clients.
* Creating 3D walk-through presentations for Sports Clubs/ Playgrounds / Stadiums/ Clubs.
* As an IT Support Staff - Installing and configuring computer hardware, software, systems, networks, printers and scanners
* Planning and undertaking scheduled maintenance upgrades
* Talking to clients and computer users to determine the nature of problems
* Responding to breakdowns
* Investigating, diagnosing and solving computer software and hardware faults
* Repairing equipment and replacing parts
* Supervising junior engineering and technical staff
* Agreeing timescales
* Obtaining replacement or specialist components, fixtures or fittings
* Checking computer equipment for electrical safety
* Maintaining records of software licences
* Managing stocks of equipment, consumables and other supplies.
* Shift and on-call work may be required, particularly where computing equipment is in continual 24-hour operation.

**MAYUR Marketing** — Chennai, INDIA. 2002 to 2006  
***IT Support Co-ordinator***  
  
The IT Support Technician will support all users to effectively use personal computer equipment and software for high productivity.

***Key Contributions:***

* Responsible for providing first level support for all end-users both local and remote.
* Troubleshoot and resolve hardware, software and voice/data communication systems issues.
* Responsible for Microsoft Office, 3rd party and custom software applications support.
* Purchase, configure, deploy and support workstation and lab systems.
* Manage and support mobility, including monitoring usage, device purchase and refreshes
* Monitor security applications and usage.
* Resolve or re-assign helpdesk requests through ticketing system in a timely manner.
* Write concise, informative documentation.
* Participate in on-call rotation and escalate calls/tickets when necessary.
* Create and modify documentation for helpdesk operational standards, policies, and procedures
* Follow all operational standards, policies, and procedures.
* Must use Service Desk Software such as Remedy Force for day-to-day operation.
* Experience with multi-vendor hardware troubleshooting and repair.
* Excellent people and team working skills.
* Excellent customer service, verbal and written communication skills are a must.

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Additional Professional Experience** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

*Excelled in early IT career, advancing through increasingly responsible roles including:*

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| **Jainsons Corporation Ltd** — Chennai, INDIA | ***Accounts Assistant*,** 1996 to 2002 |

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* **Bachelor of Commerce,** from University of MADRAS, Chennai, INDIA, 1996.
* **Advance Diploma in Computer Application (ADCA)** from Soft-Tech, Chennai, INDIA, 1998
* **Professional in Multimedia** from ARENA Multimedia, Chennai, INDIA, 2005
* **Web Designer Pro** from IMAGE Multimedia, Chennai, INDIA, 2006
* **Certified SEO Specialist** from GOSEO – Daskar Technologies, Chennai, INDIA, 2010
* **Advanced Diploma in Opensource Technology** from Accord Informatrix, Chennai, INDIA, 2012

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Date of expiry 10.06.2024

Place of issue Dubai

Visa Status Valid till March 2018

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Languages Known** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

English Read, Write, Speak

Hindi Read, Write, Speak

Tamil Read, Write, Speak

Japanese Read, Write, Speak (Basic conversation)