**CURRICULUM VITAE**

Venkata

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**OBJECTIVE**

To obtain a challenging and responsible position, where I can learn and mould up a career and contribute for the success of the organization using my skills and hard work.

**ACADEMIC QUALIFICATION**

1. S.S.C from Board of Secondary Education A.P, in the year 2006 in H public school, Machilipatnam, Andhra Pradesh, INDIA.
2. Diploma in Electronics and Communication Engineering in the year 2011 in S.V.L.Polytechnic College, Machilipatnam, Andhra Pradesh, INDIA.

**COMPUTER SKILLS**

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| --- | --- |
| Operating System | M.S.DOS, Windows98, Millenium, XP, Vista, 07, 08, 8.1, 10, Linux, Ubuntu. |
| Hardware & Networking | Complete installation, Maintenance & Troubleshooting ofPersonal Computers and its Peripherals. |
| Commands | All RUN commands, Internal and External commands. |
| Basic knowledge | Microsoft word, Excel, Power point, and M.S.Suits, Typing perfect. |

**TECHNICAL QUALIFICATION**

1. Diploma in Hardware & Networking from Techno Towers in Machilipatnam, Andhra Pradesh, INDIA.
2. Experience in Hardware & Networking in a period of June 2011 to June 2013 in Techno Towers, Machilipatnam, Andhra Pradesh, INDIA.
3. Diploma in M.C.S.E (Networking Administration) from Techno Towers in Machilipatnam, Andhra Pradesh, INDIA.

**EXPERIENCE**

1. ATANA HOTEL Engineering department as Handyman and acts as an Engineering Co-ordinator in engineering department at Dubai Internet City, Tecom, DUBAI from 29 July 2015 to till date.
2. Experience in Hardware & Networking in a period of June 2011 to June 2013 in Techno Towers, Machilipatnam, Andhra Pradesh, INDIA.

**PC HARDWARE**

I am proficient in the following areas and have a good experience in handling assembled and proprietary design.

1. Assembling, disassembling & upgradation of desktops.
2. Installation & configuration of various IDE & SCSI devices.
3. Installation of device drivers, service packs & patches.
4. Installation & configuration of desktop peripherals (printers, scanner, modem, web cam, all-in-one devices, wireless infrared devices etc.).
5. Installation & configuration of software packages (Microsoft packages, adobe packages, utilities etc.).
6. Optimizing & fine-tuning the PC for best performance by using various system tools (virtual memory, services, registry editor, disk management, disk clean, disk defragmenter, system backup & restore, scheduled tasks, device manger).
7. Adjust the system performance by editing & configuring various system files.
8. Maintaining of server & client administration.

**TROUBLE SHOOTING**

1. Diagnose & interpret various BIOS messages & beep codes.
2. Diagnose & troubleshoot hardware related issues.
3. Diagnose & troubleshoot O.S related issues by using system tools & command line utilities.
4. Recover & restore the corrupted O.S by using bootable disk, system restore procedure, recovery software provided by respective company etc.& ensure its smooth functioning.
5. Recover & restore PC from virus attacks (rescue disks) & ensure its smooth working.
6. Diagnosing & trouble shooting desktop peripheral related issues.
7. Diagnose of motherboard problems.
8. All types of Printer repairing and toner cartridge refiling.

**PASSPORT DETAILS**

Date of Issue : 07-09-2012

Date of Expiry : 06-09-2022

Place of Issue : Hyderabad

Visa Status : Employment Visa

**PERSONAL DETAILS**

Date of Birth : 27-03-1991

Languages known : English, Hindi, Telugu

Nationality : Indian

Marital status : Unmarried

**DECLARATION**

I here by declare that all the particulars furnished above are true to the best of my knowledge.