**RESUME**



***IT / HR & Admin Support***





Email

Avinash.370017@2freemail.com

 **Avinash Salian**

Experience

Productive and organized professional with extensive experience in the field of **IT Technical Support / HR & Admin**. Acquire strong analytical and issue resolving skills, with the ability to make well thought out decisions. Inspired communication skills. Highly trustworthy, discreet and ethical. Resourceful in the completion of assignments, effective at multi-tasking.



 **Skills & Strengths**

 **Work History**

* Configuring, troubleshooting and diagnosing of Microsoft O/S.
* Analyzing and rectifying Network issues.
* Managing Firewall and VPN connections.
* Troubleshooting & fixing system hardware and system software.
* Classifying competency matrix.
* Administrative & Maintenance duties - planning, arranging and managing overall requirements of the company.
* Performing Interpersonal and Decisional roles.
* Proficient English communication.

**Evolution Business Consultancy Services, Mumbai - India**

**Technical Support Associate [January 2008 – May 2014]**

* Installations and configuration of computer network.
* Providing network security solutions.
* Configuring of servers and clients.

**SEKO Middle East FZE, Sharjah - UAE**

**IT Engineer & HR Executive [September 2014 – February 2016]**

* IT administrator.
* HR support.
* Office administration.
* Company maintenance supervision.
* Planning, arranging and managing of external manpower.

**Infinity Technologies, Bengaluru - India**

**IT Quality Assurance Analyst [April 2016 – March 2017]**

* Determine end user technical requirements and provide

them with appropriate IT solutions.

* Resolving application software issues.
* Voice based technical assistance.
* IT analysis.
* Customer support & service.



 **Personal Info**

 Name: **Avinash**

 Date of Birth: 30th October 1983

 Nationality: Indian

 Languages: English, Hindi and Urdu

 Native Place: Udupi, Karnataka

 VISA status: visit VISA