**CURRICULUM VITAE**

**SARAYU**

**Email:** [sarayu.379924@2freemail.com](mailto:sarayu.379924@2freemail.com)

**CAREER OBJECTIVE**

To work with a progressive organization wherein I can contribute my technical skills and knowledge to enhance my own productivity and at the same time to achieve the organizational goals.

**TARGET JOB**

* Target Job Title : IT Senior System Administrator / IT Network Engineer

**CERTIFICATIONS & TECHNICAL QUALIFICATIONS**

* Certified SonicWall Security Administrator
* Cisco Certified Network Professional
* Cisco Certified Network Associate
* Microsoft Certified Systems Administrator
* Microsoft Certified Technology Specialist
* Microsoft Certified Professional
* Diploma in Computer Hardware
* Diploma in Fiber Optic Technology ( NIFC )
* Post Graduate Diploma in Computer Application( Chinmaya Institute Of Computer Technology)
* Post Graduate Diploma in Computer Application ( JECF )

**EDUCATIONAL QUALIFICATIONS**

* B.Com with Computer Applications (2006)
* Senior Secondary School Leaving Certificate (2002)
* Secondary School Leaving Certificate (2000)

**EXPERIENCE(10years 9 Months)**

#### IT Senior System Administrator

##### Emirates Driving Institute

May 2012 – Present (6 years)DUBAI

#### IT Network Administrator

##### Cell Informatics Systems &Software

October 2010 – April 2012 (1 year 7 months)

#### IT Hardware Engineer

##### Protech Computer Consumables

November 2009 – September 2010 (11 months)

#### IT System Administrator

##### Unique Computers

July 2008 – October 2009 (1 year 4 months)

#### IT System Administrator

##### Vector Shades Pvt. Ltd.

March 2008 – June 2008 (4 months)

#### IT Network Administrator

##### Silicon Square Info Systems Pvt. Ltd.

August 2007 – February 2008 (7 months)

**CURRENT JOB RESPONSIBILITIES**

* Administration and Maintenance of Local Area Network, Wide Area Network, Virtual Private Network, Security Appliances and Servers.
* Ensuring maximum up-time of Network infrastructure and service delivery.
* Maintaining secure data center connectivity to 60 Branches which includes 5 Major Offices.
* Administration and Maintenance of Cisco Switches & Routers, SonicWall Firewalls, Barracuda WAF, EMC Storage, VMware, Hyper-V, NAS Devices, WIFI Systems.
* Administration and Maintenance of Avaya IP Office 500v2 and support for Avaya Servers.
* Implementation and technical support of Windows Server 2012, 2008& 2003.
* Advisory to the management regarding up-gradation of IT Systems in the company and group companies with latest technology.
* Planning, purchasing & implementation of IT Infrastructure.
* Work closely with the DBA to apply application updates and upgrades.
* Proposal planning and Vendor negotiation.
* To install and configure IT Systems to agreed standards.
* To maintain the existing PCs and peripherals to standards determined by the Region/Group IT, by performingUpgrades, new installations and carrying out routine procedures.
* To assist in the compilation and maintenance of an accurate inventory of hardware and software.
* To assist in the compilation of technical documentation, guidelines and procedures and ensure they aredisseminated to users.
* To provide at all times professional support and response to individual users.
* To undertake such projects of a level commensurate with the responsibility of the post.
* To undertake such other work as may be assigned including supporting other business function.
* To establish and maintain effective working relationships with internal and external team. .
* To confirm group standards and guidelines with respect to information systems.
* Responsible for DR and business continuity planning procedures.
* CCTV support.
* ERP – administration & support.
* Call Center – IT Support ( Avaya Aura ) , ( Telephone Systems - Panasonic)
* Responsible for Website Hosting , Email Hosting , Domain Names
* ***Leading , Planning , Participation & Implementation support of Many Major IT Projects***
* VMware implementation with 3 Hosts (40 Virtual Machines)+ EMC SAN Storage.
* Veeam Backup & replication Implementation with NAS Storage.
* Network upgrade from plain network to VLAN Network with Cisco Nexus 5k Series switches and Cisco 2960 X Series switches and migration of users accordingly with minimum downtime without affecting business.
* Network upgrade from plain network to VLAN Network with Cisco 3750 switch and 2960 X Series Switch.
* Implementation of Avaya IP Office 500.
* Branch office firewall replacement & upgrade of 55 branches.
* Implementation of Sonicpoint Wireless Access point in 4 Major Office with SonicWall Firewall as the Wireless controller.
* Kaspersky Endpoint Security with Central Server.
* Replacement of Main Firewall in Central Location – SonicWall NSA 4600.
* Replacement of Main Firewall in Branch Offices –SonicWall NSA 2600.
* Implementation & Upgrading of SonicWall GMS
* Implementation & Upgrading of WAF
* CCTV Upgrading & Relocation of CCTV Rooms
* Acronis BAAS implementation, maintenance& administration
* Proofpoint implementation, maintenance& administration.
* Replacement of Main Production servers without business downtime.
* Leading Support for many other major IT Upgrades and implementations.

**OTHER JOB RESPONSIBILITIES**

* Designed & implemented state of the art Data Center serving all branch offices, with centralized management on WAN connectivity
* Designing Security, Disaster Recovery IT policies and procedures.
* Responsible for designing messaging system includes, Exchange 2008 implementation , Domain migration process and High Availability
* System Administration on Windows platform under MS Window Win XP, 7, 8, 8.1, 10
* DFS Name space creation and multiple site replications.
* Intrusion detection, managing Firewall, Antivirus, and other security breaches.
* Configuring and Managing Virtual Private Networks.
* R&D of new technologies includes study business impact and test deployment.
* ERP & other Application support.
* Responsible for planning, designing, documenting and administrating the Active Directory (AD) structure in single domain forest having 2 remote locations. .
* CCTV &PABX support
* LAN/WAN management, expansion, Installation, Configuration, Administration
* Monitoring, and supporting daily end-user ticket through IT helpdesk system.
* Maintains Organizations Server, Workstations, Hardware and Network devices
* Maintaining User Accounts ,Group policy and User level Securities
* System Administration on Windows platform (Windows 2012, 2008 Server, NT,XP, Me)
* Technical support to ERP solutions includes DB Server upgrade support, Server support.
* LAN/WAN management, expansion, Installation, Configuration, Administration
* Maintains Organizations Server, Workstations, Hardware and Network devices
* Responsible for planning, designing, documenting and administrating the Active Directory (AD) structure
* Perform daily back-ups of the Server, required client machines and third party Software.
* Recovery co-ordination along with disaster recovery preparedness planning.
* Installation, Configuration and trouble shooting of all hardware devices, equipment ordering and vendor negotiations
* End-user support -Perform system upgrades in accordance with company policies and the application development methodology, includes Hardware and Software upgrades and utility programs.
* Perform Security- In response to newly identified virus, security threats, and Firewall maintenance.
* Responsible for designing and administrating the Active Directory (AD) forest for different corporate clients.
* Installing, troubleshooting and repair of computer hardware and customer support database inconsistencies, and site replication.
* Assist in the administration and troubleshooting of base GPOs. Plan and implement Distributed Files Services (DFS) in the AD environment.
* Assist clients with the coordination of network installations including equipment ordering and vendor negotiations. Participate in new client routing projects, to include the testing, troubleshooting, installation, and implementation of new/improved software and hardware.
* Manage supply and procurement of IT related peripherals.

**MY SKILLS**

* Infrastructure Management Expert having 10 years of experience in IT industry.
* Highly skilled for analyzing & solving root cause for production impacting issues related to IT.
* Strong experience in troubleshooting, tuning, and support in a 24X7 environment.
* Ability to multi-task and manage multiple environments.
* Hands on experience in Installation / Maintenance / Configuring of Microsoft Windows server & WindowsClients (MS Window 2012, 2008, 2003, Exchange 2010, Win XP, 7, 8, 8.1, 10)
* Expertise in Network Designing / Implementation / Configuring / Trouble Shooting of Network Switches &Routers (Cisco, HP)
* Familiar in Designing / Implementation / Configuring / Trouble Shooting of IT Security Systems ( SoincWall NSA, TZ, SOHO W,GMS, Barracuda, Kaspersky End Point Security, Proofpoint )
* Planning and implementation of multiple backup & recovery systems ( Sonicwall Continuous DataProtection,Acronis Local & Cloud Backup & Recovery, Veeam Backup &Replication) according to the business needs for minimal network and server downtime.
* Worked as Implementation & Supporting lead with Market leading vendors in Mulitple IT Infrastructure Systems implementation and testing (VMware Esxi, EMC Storage, SAN, NAS, Hyper-V...)
* Extensive knowledge in Web Hosting, Email hosting, Domain naming, DYN DNS Services,
* Contacting technical support in higher levels for complaints and resolving in high priority basis
* Good understanding of SAN (Storage Area Network) and have hands on experience with configuring fromWindows server end, troubleshooting SAN connectivity issues.
* DHCP, DNS, TCP/IP, IPSEC, WLAN, IP addressing & sub-netting
* Hands on experience in SonicWall devices configurations (NSA 4600, NSA 3600, NSA3500, NSA 2600,NSA 2650,SOHO, SOHOW, NSA 2400, NSA 240, TZ 105, TZ 100, TZ 150, and TZ 180.
* Cisco switches configurations and trouble shooting
* Complete Wireless solution for High Priority network
* VPN configurations
* ADSL Routers operations and configurations
* Design &Implementation of VLAN
* Email SPAM filter according to the security policies
* IPTV, CCTV

**PERSONAL PROFILE**

Nationality : Indian

Gender : Male

Marital Status : Married

Date of Birth : 1st September, 1984

Languages Known : English, Hindi, Malayalam and Tamil

**Declaration**

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

**SARAYU**