
CURRICULUM VITAE

Tapan Saini

72 A, Radha Enclave
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Career Objective

To deliver the best within the limited resources in challenging environment and always try my limits to set new one each time. To contribute my skills in a professional organization at an appropriate level by which my education and experience can be explored.

Certifications

1. MCSA (Microsoft Certified System Administrator)
2. DISM (Diploma In System Management)

Skills Knowledge

Knowledge of Server : Domain Controller, Active Directory ,ADC , Microsoft Window Server 2003/2008, Exchange Server 2003/2008 & Mdaemon Mail Server, Terminal Server , SQL Server 2005/10, Web Server IISA , Antivirus Server , WSUS Server , ISA Server, DHCP , DNS , Batch Scripts, WINS , VPN , FTP. RAID, Hardware & Software Firewall's, Backup Strategies, Computer Associates Monitoring Tool, Disk Quota Management. Dell Server R410,R710, ESXi 4.1 & Esxi 5.1, HP BladeServers ,IBM, Windows Server 2008 R2 Standard/Enterprise, Virtualization Server Hyper V , Remote Administration tool ILO, Drac, Tivoli, Monitoring Network & their resources. Cyber Forensic Tools, Data Recovery System

Knowledge of Application: SPA(Smartphone Forensic Triage Acquisition, OCS R2, VRS System, Microsoft Outlook & Outlook Express, Microsoft Office 98 to 2010, Remote Desktop Management , VMware Client & Dam ware, Adobe Photoshop, Lotus Client 6.5, PFMS, GEM Portal
Norton Ghost 2003, Encryption with PGP soft. , Installation of any kind of software or every kind of OS.

Educational Qualification

Institution	Degree/Certificate	Subject	Percentage/Grade
Sikkim Manipal University	Master in Computer Application	All IT Related	56%
G.J.U. University Hisar	BCA (Computer Science)	Computer Application	58%
Arya Sr. Secondary School, Narwana	Higher Secondary	Commerce	48%

Work Experience

Total Work Experience 11+ Years

1. BECIL (Broadcast Engineering Consultant India Ltd.)

Currently deputed at Press Information Bureau(Under Ministry of Information & Broadcasting)

- Position Held – System Administrator & Programmer
- Location:- Chandigarh
- Duration:- 6 Years 4 Months.

Responsibilities Included:

- To handle servers and other IT related tasks.
- To handling software programs for our office staff.
- To handle core server applications and their data backups.
- Monitoring All Servers & Network Resources.
- Provided Technical Support of Hardware & Software
- Handling Public Financial Management System
- Handling Government E Marketing (GEM)
- Handling Regional PIB Website & PMO Website
- Handling IIS Sparrow & Bhavishya Portal
- Handling Wifi Network & their resources
- Live streaming with Video Conferencing
- Handling Social Media platform & Press Releases
- Handling LAN/WAN/Internet/Intranet
- Handling Central Government Bio- Metric Attendance System
- CCTV Cameras & Recording
- Firewall & Leased Line Connection
- Vendor Management & call escalation matrix
- All kind of Android/Apple/Blackberry Phone support

2. Employer:-Tek System Pvt. Ltd.

- Position Held – System Administrator & IT Support Analyst
- Location:- NOIDA
- Site Handling – **VeriFone India Pvt. Ltd.**(US Based Company)
- Duration:- 19th Dec. 2011 to 19 Dec. 2012

Responsibilities Included:

- Providing L1 & L2 Support
- Installation of Windows 2003 & 2008 Servers their service & maintenance
- Monitoring server performance & installing requires security patches
- Handling Active directory & user management
- Fault Tolerance & Cluster Management
- Vmware Server 4.1 Version & 5.0 with Vmware client
- Antivirus management & Patch Installation Management with WSUS
- Handling Domain Controller, File Server , Virtualization Server
- Support to All SQL & Visual Basic, Oracle Users
- Handling LiveVault Backup , AntiVirus Management & WSUS Server
- Handling Software Firewall & WiFi Network
- Vendor Management & call escalation matrix
- Blackberry & Exchange Outlook Support

3. Employer: Manoware Technologies Pvt. Ltd.

- Position Held: System Administrator
- Location: New Delhi
- Site Handling: International Travel House Pvt. Ltd
- Duration: June 2008 to December 2011

Responsibilities Included:

- Provided Technical Support to many Clients engaged with Manoware Pvt. Ltd
- Handled All Network Servers & clients. Installation of all New setup offices.
- Handled VPN, Check Point Firewall, Domain Server, Antivirus Server, Exchange Server & Domain Server ,Wireless Network, Citrix Application, Local Oracle Software
- Install & setup Servers , Switches, Routers, Bridges, Firewall

Extra Additional Knowledge

KIOSK & IVRS System

C & C++ Language

AMIGA Computers, Linux & Fedora, Suse, Kali Installation

Strength

- To deliver the best within limited resources.
- Possesses a high degree of self confidence and positive mental attitude.
- Ability to manage multiple tasks simultaneously and believe in teamwork.

Hobbies

- Playing Volleyball, Football, Swimming.
- Listening music, watching movies.
- Morning walk & some yoga and pranayams.
- Making friends

Personal Details

Name	Tapan Saini
Father's Name	Sh. Ravinder Saini
Nationality	Indian
Date of Birth	May 26, 1983
Marital Status	Married
Permanent Address	Ward no. – 16, Narwana District – Jind, Haryana, Pin – 126116.

I here by declare that the above written particulars are true to the best of my knowledge and belief. I understand that any discrepancy found in the above information will render me liable for appropriate action.

Place: Chandigarh
Date:

Tapan Saini
(Signature)