

RESUME

RASHNEET GILL

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PROFILE SUMMARY:

NETWORK AND HARDWARE ENGINEER in IT Deptt. at CHANDERPUR WORKS PVT. LTD. having 4 years experience of Networking and Hardware (Technical Support), E-mail configuration, Windows installation, Software installations, IT Audit of all computers, All computers troubleshooting, Secure user data on server etc.

Professional Experience:

Company: CHANDERPUR WORKS PVT LTD. (**CPG Group**)
Jorian, Yamuna Nagar (135001)

Position: Network and Hardware Engineer

Working Period: 30-June-2016 to till date.

Roles and Responsibilities:

- All Computers Troubleshooting
- License Compliance management
- Network Switch management
- IT Inventory management
- Network Security
- IT Audit of all computers
- Backup of Laptop user on Cloud
- Internet ISP management
- E-mail configuration
- E-mail backup of users
- Data backup of users
- Data sharing
- Data backup on servers
- Design LAN wire
- CPU Hardware Assembling

- Outlook E-mails: 2007, 2010, 2013 and Outlook 365 installation & configuration
- Hardware/Software Troubleshooting of CPU
- Window/OS Installations Win-XP, Win-7, Win-8, Win-10
- Installation of printer Hardware & Drivers, and network access etc
- Installation & Troubleshooting of CPU hardware's parts & Replaced
- Arrange Online Conferences & Meetings
- Handling Complaint Tickets in ERP and DMS
- Arrange Skype, Zoom and Microsoft Teams Conferences
- Handling IT Inventory in ERP Oracle
- Creating Gate Pass in ERP for IT material issuing

SKILLS:

Management	Workload Management, Time management, Decision making, Team work, Communication
Technical Skills	Networking and Hardware, E-mail configuration, Desktop support, Software installations, Windows installation, Data backup

Professional Qualifications :

- **Kurukshetra University, Kurukshetra (Haryana)**
Bachelor of Computer Application (BCA) in 2020 with 60% marks
- **Seth Jai Parkash Polytechnic, Damla (HSBTE Board)**
3 years Diploma in Computer Engineering in 2016 with 72% marks

Academic Qualifications :

- **Board of School Education Haryana, Bhiwani (HBSE Board)**
Class 12th Passed in 2017 with 60% marks
- **Nav Jyoti Vidya Mandir High School, Yamunanagar (HBSE Board)**
Class 10th Passed in 2013 with 68% marks

Certification & Training:

- **CORE JAVA**

- 6 weeks industrial training at **HCL CDC**, Ludhiana (PUNJAB)

Languages Known:

English, Hindi, Punjabi

Personal Details :

Name : Rashneet Gill
Father's Name : Sh. Sarabjit Singh
Date of Birth : April 16, 1997
Nationality : Indian
Marital Status : Unmarried
Address : H. No.99, Patel Nagar
Near Sugar Mill (Yamuna Nagar)
Distt. Yamuna Nagar (135001), Haryana

DECLARATION:

I hereby declare that the information listed above is true to the best of my knowledge & belief.

Date:

Thanking You

Place:

(RASHNEET GILL)