



Rishi Kumar

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I am a hardworking, committed person looking for a long term opportunity with a growing company within the business community. I wish to utilize my education, professional experience and management skills in a way that would be advantageous to both my employer and me.

KEY SKILLS

Installations, Configuration and Troubleshooting of Windows (Win XP, Win7, Win8, Win8.1, Win10, Win 2K3, Win 2K10, Win2K12)
DNS, DHCP, Active Directory, Domain Controllers, TCP/IP , Backup Management, Wi-Fi Management, Firewall Configuration , CCTV Management , Wan/Lan management, Barcode Management, FTP, RIS, WSUS, Leaseline Management, Desktop Support, Network Support , Print Server Management, Switching Management

WORK EXPERIENCE

09/2016 to 31-10-2019: Pyramid College of Business & Technology – Phagwara, Punjab
NETWORK ADMINISTRATOR

Job Profile.

1. Setting up LAN network & configuring both workgroup and domain level networking in College Campus
2. Coordinating with Computer Vendors for purchase of IT equipments
3. Configuration & deployment of latest security patches & updates release by Microsoft
4. Manage FTP Server, Users Mapped Drives (Home Folders)
5. Manage Lease Lines
6. Manage all CCTV Cameras & their backups
7. Installing & Configuring & Managing Printer server
8. Request Handling , Raising problem cases, Disk Management
9. Manage Watchguard T-50 Firebox
10. Manage user authentication for Internet Access through Firewall
11. Manage Wi-Fi setup within College premises
12. Manage Firewall Log Server
13. Provide Support for Desktop & Laptop issues
14. Provide Support for Smartphone's concerns when necessary
15. Monitoring & Maintaining computer System & Network
16. Diagnose and resolve technical issues related to Windows Operating System

17. Conducting Electrical safety checks on computer equipments
18. Reporting faults and maintaining logs on servers, Desktops and Laptops, network equipment's, printers.
19. Antivirus installation /Monitoring to all desktops and laptops locally
20. Supporting the roll-out new applications
21. Support Access Control & attendance system
22. Manage IT Asset inventory
23. Setting up new users accounts and profiles and dealing with password issues
24. Network Printer Installation.
25. Managing Production Server on Windows Server2012 (R2)

**05/2015 to 04/2016: Livguard Batteries Pvt. Ltd – Gagret, Himachal
Pardesh IT EXECUTIVE**

Job Profile.

1. Setting up LAN network & configuring both workgroup and domain level networking in Plant
2. Installing, Configuring & troubleshooting Operating System in Windows 2000, Windows 2003, Windows 7, Win10 environment
3. Providing IT Support to all Users in Plant
4. Vendor management
5. Antivirus installation /Monitoring to all desktops and laptops locally
6. Manage Barcode System within the Plant
7. Manage CCTV Control

**03/2011 to 06/2013: Computer Tech – Una, Himachal Pardesh
CENTRE HEAD AND FACULTY FOR MCSE AND CCNA**

Job Profile.

1. Setting up LAN network & configuring workgroup level in Company Headoffice
2. Installing, Configuring & troubleshooting Operating System in Windows 2000, Windows 2003, Windows 7, Win10 environment
3. Providing IT Support to all Users in Company Headoffice
4. Active Directory GPO Management as per Organization & Client policy
5. Active Directory Users/Groups Management as per Organization & Client policy
6. Domain Controller & Additional Domain Controller Management per Organization & Client policy
7. Taking daily backup of emails, documents and accounting Software
8. Manage Antivirus Software on Desktop as well as Laptop Systems.

9. Coordinating with Computer Vendors for purchase of IT equipment's.
10. Configuration & deployment of latest security patches & updates release by Microsoft

01/2004 to 02/2011: SIIT, Hoshiarpur, Punjab

FACULTY & NETWORK ADMINISTRATOR FOR MCSE AND CCNA

Job Profile.

1. Provide coaching to students for Hardware , Networking , MCSE & CCNA
2. Installing, Configuring & troubleshooting Operating System in Windows 2000, Windows 2003, Windows 7 environment
3. Setting up LAN network & configuring both workgroup and domain level networking in IT Labs
4. Keeping record of various hardware devices, software's and maintaining computer Labs

EDUCATION

Name of the course	Institution	Accomplished year
MCSE (Microsoft Certified System Engineer)	GNIIT	2003
Diploma in PC Hardware	Mehar Chand Polytechnic , Jalandhar, Punjab	2002
B.COM.	H.P University Shimla	2001
Higher School Education (Commerce)	Govt. Sr. Sec. School Ambota (HP)	1998

PERSONAL DETAILS

Date of Birth: 23rd September 1981
Languages Known: English, Hindi, and Punjabi
Address: Old Amb Road, House No.-18, Ward No-2, VPO-Gagret, Tehsil-Ghanari, Distt-Una, Himachal Pradesh.