

CURICULAM VITAE

AMIT RANA

VILL. BODHAL
P.O-PAHRA, TEH. PALAMPUR
DISTT. KANGRA
HIMACHAL PRADESH
PIN CODE 176087

Mobile: - 07973115586,09882621961

Email: - amitrn207@gmail.com ,Skype Id: -rajput77784

Career Objectives: -A position that challenges my skills, urges me to enhance my skills and capabilities to become more competent so that I could contribute to growth of the organization.

Educational Details: -

- **BTECH**, Information and Technology with aggregate of 70 from SRI SAI UNIVERSITY (PATHANKOT).
- **HSC** with aggregate of 60 HIM PUBLIC SENIOR SECONDARY SCHOOL (PALAMPUR).
- **SSC** with aggregate 70 HIM PUBLIC SENIOR SECONDARY SCHOOL (PALAMPUR).

Professional Experience: -

- 1.4 years of Experience as (Jun 2019 to Sep 2020) **“System Administrator”** in **ITCONNECTUS**
- 1.6 years of Experience as (Jan 2018 to Jun 2019) **“IT &Admin in EDU JOBS ACADEMY Pvt. Ltd**
- 2.3 years of Experience as (Jun 2015 to Sep 2017) **“TECHNICAL SUPPORT EXECUTIVE”** in **ICONS INFOCOM P. LTD**

Role &Responsibilities: -

- Install and Configure Various types of **Operating Systems and other software**. Also routinely Analyzed, Diagnosed and Resolved complex technical issues of windows and software's.
- Provide Technical support Services to **Internal employees or US and Singapore clients**.
- Administration, support and configuration of **MS Office O365** for staff. Also Providing training on O365 capabilities and collaboration tools (OneDrive, Skype, OneNote, Outlook etc.).
- Installation and Configuration of **VOIP Devices**.
- Make policy changes in **Firewall (Sophos)**, that means creating, modifying and deleting Access Rules. Also Troubleshoot the connectivity issues in firewall.
- Recommended configuration changes and system addition that optimized performance.
- Handling IT Inventory database (both in soft form and file management).

Key Skills: -

- Good Knowledge About Installation, Configuration and Maintenance of Various **Operating Systems**.
- Systems **Installation, Configuration & Upgrading**.
- **Troubleshooting** various kinds of IT issues.
- **Customer support** services.
- Configuring and Managing the **IT Infrastructure**.
- Server/Desktop **Virtualization**.
- Administration, support and configuration of **MS Office O365**.
- System **backup/Recovery**.
- **Cloud Storage** of data and software.
- Configuration and Maintenance of various Networking Devices (**Router, Switches, Firewall**)
- Operating Various Software's Like (**DNS 12.5, N Computing Device. Team Viewer, Clonezilla, VMWare Workstation, Ghost Cloning, Net Monitor, Active track, CCTV Cameras and Biometric Devices**.
- Configuring and Maintaining **VOIP Devices**.
- Network administration and Configuration.
- **System Security**.

Project details: -

Project 1	Server Network Management System
Software Used	Cisco Packet
Duration	6 Months
Team Size	3
Project Details	The title of the project is “Server Network Management System”. It is all about how to manage and maintain the Server Network Management.

Project 2	100 Dragon Software Installation
Software Used	Clonezilla, Windows 8.1 pro,Ubuntu,14.04 Dragon Software
Duration	8 Day
Team Size	2
Project Details	The project is based on installation of dragon software in 100 systems. It is software project. In this, we deal with installation of windows and dragon software through clonezilla .It is about to configuring system with windows and software in short time.

Project 3	900 Dragon Software Installation
Software Used	Clonezilla,Windows 8.1 Pro,Window 10 Pro,Ubuntu 14.04,Dragon Software
Duration	21 Day
Team Size	2
Project Details	The project is based on installation of dragon software in 900 systems. It is software project. In this, we deal with installation of windows and dragon software through clonezilla .It is about to configuring system with windows and software in short time.

Training Undertaken/Internship: -

- 2 Months Training in **AWS SOLUTIONS ARCHITECH** from **EDUREKA**
- 45 days industrial training in **NETWORK TECHINICIAN (A+)** from **NIIT PALAMPUR**.
- Participated in 3 days **ETHICAL HACKING AND INFORMATION SECURTY** workshop of ethical hacking conducted by **SECUGENIUS SECURITY SOLUTIONS**
- 6 months training in **CCNA (Networking)** from **Airsoft Infosys Pvt Ltd Mohali**.

Domain Knowledge: -

- Excellent functional knowledge about networks and operating systems.
- Network Technician (A+)
- Networking (CCNA)
- Ethical Hacking

Soft Skills: -

- Good verbal & written communication skills.
- Team leader qualities.
- Good interpersonal skills.
- Work management.
- Confident and do not panic in difficult situation.

Personal Details: -

Date of Birth	16/07/1992
Gender	Male
Marital Status	Single
Languages Known	English, Hindi
Hobbies	Travelling, Bike Riding, Listening to Music, Surfing internet
Strengths	Positive Attitude, Self-Confident, Hardworking

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

AMIT RANA