**CURRICULUM VITAE** 

**Name**  : Suraj Verma.

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Contact No : 9322289590

**CAREER OBJECTIVE.**

I do have some experience that is hard to come by, and sets me apart from my peers. I want to implement my knowledge and skill in the task I do and achieve my objectives in the most efficient way benefiting both, the organization & myself.

**WORK EXPERIENCE:**

**Currently working at: Wellness Forever Medicare PVT.LTD.**

**Date of Joining: 28/06/2021**

**Job Description: IT Executive**

**Work history:**

**1) SECURITY & PERSONNEL SERVICES PVT. LTD. (Thane)**

**Duration: 1 Feb 2018 to 30 April 2021.**

**Job Description: System Support Engineer.**

**Work Role: a: Installation of OS like windows XP, 7, 8.1 ,10 & Linux OS.**

**b: Troubleshooting of Desktops, laptops, Thin pc’s,**

**Printers such as USB, LAN & Wi-Fi printers & CCTV’s DVR &**

**Nvr.**

**c: Troubleshooting software like Tally Erp & Good books.**

**d: Installation of Quick Heal & Seqrite EPS Console Server.**

**e: Maintaining Data such as admin user id & password, IP, &**

**maintenance of desktops, laptops, servers & thin PCs.**

**f: Site Survey for New leads in CCTV.**

**Project Works:**

**A: Worked & installed on a project of FreePBX which is a web-based** [**open-source**](https://en.wikipedia.org/wiki/Open-source_software)[**graphical user interface**](https://en.wikipedia.org/wiki/Graphical_user_interface) **(GUI) that manages** [**Asterisk**](https://en.wikipedia.org/wiki/Asterisk_(PBX))**, a** [**voice over IP**](https://en.wikipedia.org/wiki/Voice_over_IP) **and** [**telephony**](https://en.wikipedia.org/wiki/Telephony) **server on LINUX OS.**

**B: Worked on a project for CCTV which is called Zone Minder.**

Ps: The application supports multiple cameras, reviewable simultaneously.

**Work History:**

**2) GRAVITY INFO SYSTEMS** (MULUND)

Worked as Desktop support engineer

**Duration**: Sep -2014 to Jan -2018.

Troubleshooting desktop, laptop & printers. Formatting & Installing OS i.e. Win-xp, 7, 8. Ram upgradation work done on MacBook.

Attended calls related to desktop problems officially as well as outside too.

**Work History:**

**3) Trainee engineer at ARPITA INFOCOMM PVT. LTD**

**Duration**: JULY TO SEPTEMBER-2014

Worked as a client site at SAMARPAN FABRICATION PVT. Ltd

At server level and attended calls related to desktop problems officially as well as outside too.

**EDUCATIONAL QUALIFICATION:**

|  |  |  |
| --- | --- | --- |
| **EXAMINATION** | **BOARD** | **YEAR OF PASSING** |
| H.S.C | Maharashtra | 2012 |
| S.S.C | Maharashtra | 2010 |

**Professional Qualification**:

Hardware & Networking course from Jetking Institute.

**TECHNICAL SUPPORT SKILLS:**

Assembling, hardware upgradation troubleshooting,   
-Windows maintenance, dual booting, upgrade & update the windows  
-MS outlook configuration, Outlook backup & restore and troubleshooting  
-Disk Management, partitions  
-Printer installation and troubleshooting  
-Antivirus update & virus protection  
-Scanner configuration & troubleshooting.  
-Troubleshooting of hardware and O/S  
-Basic Networking, Map drive, Data sharing, OS installation:- Win XP, Win Vista, Windows 7 & 8. Sharing folder, sharing device & Printer. Ram upgradation done on MacBook. Operated MacBook & Macintosh system.

**NETWORKING:** Basic knowledge of LAN/ WLAN & troubleshooting.

**Work Experience: 6 years.**

**Personal Details**:

ADDRESS: Hanuman Niwas, 5th flr, 503, Shanti Nagar,

Wagle Estate, Road no-27, Thane w.

DATE OF BIRTH: 24th sept 1992

GENDER: Male

MARITAL STATUS: Married

NATIONALITY: Indian

Languages Known: English, Hindi & Marathi.

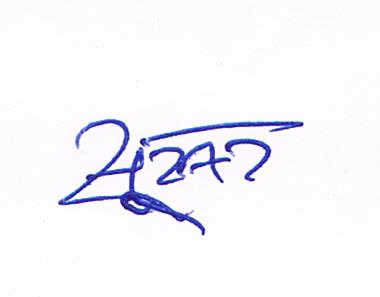
HOBBIES: Listening to Music.

STRENGTH: Punctual, Hardworking & adaptable

CONTACT: 9322289590

PLACE: Thane.

**I hereby declare that all the above information is correct and accurate. I solemnly declare that all the information furnished in this document is free of errors to the best of my knowledge. I hereby declare that all the information contained in this resume is in accordance with facts or truths to my knowledge.**

Signature.