

Curriculum Vitae

Pankaj

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Objectives

Seeking an opportunity with a professional organization that will allow me to utilize my experience & knowledge to better improve the organization and to acquire a challenging and rewarding position.

Education Qualification

- Perusing BCA from I.G.N.O.U.
- Graduated (B.A) from SOL Delhi University in 2017.
- 12th Passed from N.I.O.S. Board in 2010.
- 10th Passed from C.B.S.E Board in 2007.

Computer Skill

- Configuration of Think Clint Server, Windows XP, Windows Vista, Windows 7, Windows 8, Windows 8.1 Windows 10.
- Installation & Configuration of all Application Software & Outlook.
- Troubleshooting of Network problems & Conflict.
- Installation & Configuration of Antivirus.
- Backup & Restore.
- Installation, Configuration and Troubleshooting S/W and H/W problems.
- Installation & Configuration of Biometrics Attendance Machine, Door Access Control & CCTV Camera.
- Proficient in Basic Computer knowledge, Windows 10, Windows 8, Windows 7, Windows XP, Windows 2000 Professional, MS Office 2007, Microsoft Outlook, Internet browser

Work Experiences

Maharaja Agrasen Hospital

(Mar-2018 to Til Date)

Position: C.C.T.V. Technician

Department: Maintenance

Place: Maharaja Agrasen Hospital - Punjabi Bagh, New Delhi - 110026

Key Responsibilities Areas:-

- Installation & Configuration of CCTV Camera.
- Troubleshooting Maintained and Technical Problem CCTV Camera, IP & Analog Base.
- Troubleshooting Maintained and Technical Problem IP Cameras Network.
- New Project Installation, Maintained & Team Leading.
- Installation, Configuration and Troubleshooting S/W and H/W problems.
- Backup & Restore.
- Manage Vehicles GPS Devices, Troubleshooting GPS Application & Report Generate Dally Bases.

Shiva IT Solutions

(April-2013 to Jan-2018)

Position: Service Engineer & Supervisor
Department: I.T. & Automation
Place: Shiva IT Solutions - Naraina Ring Road, New Delhi

Key Responsibilities Areas:-

- Installation & Configuration of Biometrics Attendance Machine, CCTV Camera, & Door Access Control.
- Troubleshooting Maintained and Technical Problem Biometrics Attendance Machine, Door Access Control & CCTV Camera.
- Troubleshooting Maintained and Technical Problem Computers & Network
- New Project Maintained & Team Leading.
- Installation, Configuration and Troubleshooting S/W and H/W problems.
- Backup & Restore.
- Troubleshooting of Network problems, Conflict & Router Configuration.
- Technical Customer Support on the field & Calling.
- Confident delivering training sessions.

Joginder Agencies

(Mar-2012 - Mar-2013)

Position: Computer Desktop & Network support Engineer
Department: I.T.
Place: Joginder Agencies - Jhandewalan Extn. New Delhi - 110055

Key Responsibilities Areas:-

- Troubleshooting Maintained and Technical Problem Computers & Network
- New Project Maintained & Team Leading.
- Installation, Configuration and Troubleshooting S/W and H/W problems.
- Backup & Restore.
- Troubleshooting of Network problems, Conflict & Router Configuration.
- Technical Customer Support on the field & Calling.
- Configuration of Think Clint Server, Windows XP, Windows Vista, Windows 7, Windows 8, Windows 8.1 Windows 10.
- Installation & Configuration of all Application Software & Outlook.
- Customize desktop hardware to meet user specifications and site standards

Elevate BPO Service Pvt. Ltd.**(April-2011 – Feb-2012)**

Position: Computer Hardware & Network Support Engineer
Department: I.T.
Place: Elevate BPO Services Pvt. Ltd. Delhi - 110005

Key Responsibilities Areas:-

- Manage and maintained a network of 200 System, and 1 Logger Server Manage, Hardware Troubleshooting.
- Troubleshooting Maintained and Technical Problem Computers & Network
- Installation, Configuration and Troubleshooting S/W and H/W problems.
- Backup & Restore.
- Troubleshooting of Network problems, Conflict & Router Configuration.
- Technical Customer Support on Calling.
- Configuration of Think Clint Server, Windows XP, Windows Vista, Windows 7, Windows 8, Windows 8.1 Windows 10.
- Installation & Configuration of all Application Software & Outlook.
- Customize desktop hardware to meet user specifications and site standards

Joginder Agencies**(Nov-2009 – April-2011)**

Position: Computer Desktop & Network support Engineer
Department: I.T.
Place: Joginder Agencies - Jhandewalan Extn. Delhi - 110055

Key Responsibilities Areas:-

- Troubleshooting Maintained and Technical Problem Computers & Network
- New Project Maintained & Team Leading.
- Installation, Configuration and Troubleshooting S/W and H/W problems.
- Backup & Restore.
- Troubleshooting of Network problems, Conflict & Router Configuration.
- Technical Customer Support on the field & Calling.
- Configuration of Think Clint Server, Windows XP, Windows Vista, Windows 7, Windows 8, Windows 8.1 Windows 10.
- Installation & Configuration of all Application Software & Outlook.

Personal Details

Father's Name : Sh. Dharmender Kumar
Date of Birth : 09-Sep-1991
Nationality : Indian
Marital Status : Unmarried

Language Known

Read, Write & Speak : English and Hindi.

Place:-Delhi

Date: -

Pankaj