**Premed Kumar sager**

**Email: pramod.sagar@ymail.com ~ contact number: 91-989700525 / 9808617117**

No lining field / technically field / arte / **Human Resource Management Department**

**Snapshot:**

With an administrative 2 years and 6 months experience, 2 years and 6 months in system administration and support for the lining-software, 4 years and 6 months in HR. 3 years in Telecom Administration (Ariel / Guru Salaunshan Pvt. Ltd.), 06 months in Innovation Training (Reliance Initiative), 6 months, I have been working as a social worker in 3 years and 9 months (working) as a social worker.

Expertise in establishing installation-lining software and providing full support in end user training. Ability to handle performance system performance problems and troubleshooting and provide first-level support. Capable of analyzing the information information system requirements, evaluating end user requirements, custom designing solutions and troubleshooting complex information system management.

Extraordinary work ethic issues capable of using regularly available time to meet organizational problems, multi-tasking ability and timely all assignments.

**Areas of Expertise**: -

**Technical skills**: •

**Management: - Human Resource Management Utility Experience of staffing, controlling and management working accuracy Frount office and back office working , Utility and using Man power etc.**

**Vertical**: - Experience of regional administrative services in government (Department of Government of India / Department of Public Govt.) And non-governmental administration.

**Operating Systems** - MS DOS, Windows (98, 2000 and XP), Local Users Management and Groups Data Restore and Backup All installation of software Work experience in MS Office MS Excel, MS Office etc.

**Net Walking**: - LAN, WAN, CAN, MAN. Work on LAN, Administrative Services, Users and Groups Management.

**Hardware**: - Card lab repair, solve all types of computer hardware problems.

**Software**: - Basic software, installation run and operation knowledge.

**Application software**: - Like window software and programming software. Computer Hard Disk Preparation Assembly and Disassembly Installation configuration and troubleshooting of peripheral devices such as (external) scanners and CD ROMs, groups.

**Functional skills**:-

• Complete installation, configuration and troubleshooting of the four-lining software in different INS

• Tailoring and solving problems and troubleshooting students and teachers on the use of self-lining s

• Answer the questions in an intuitive way.

• Providing training to end users in the implementation phase.

* Addressing and resolving performance bottlenecks and ensuring maximum network uptime.
* **Managing Children and Teacher in every E-Learning class(KG-XIIth) Solving Educational and technically problem .**

**Career Scan: -**

**09M’ 10Y – up to: S. Chan Harcourt Private Limited, DEHLI as IT Support – E Learning** Software

**Role:-**

• • To administer the entire operation to establish e- learning software in schools and colleges.

• Provide training to the end user (educators and students) on the functioning of the e-learning software..

• Troubleshooting hardware and software issues and changing faulty components.

• Checking and clearing work priority and accuracy to the teacher.

• All hardware, solving the software and the e-learning software problem.

• Maintenance server and customer. And other tools for the company in school (styles, interactive boards, projectors, computer CD switches, etc.).

• Reporting of daily report of work.

• **Supporting teacher for teacher for all classes (NC from XII class CBSE Board / ICSE Board) with new-lining software.**

**Achievements: -**

• Working on Ronny Ball in JCNNP.

**02M’ 09Y – 03M’ 10Y: Carrion Healthcare Private Limited, Lucknow as Team Leader**

**Role:-**

• Create Distributor for Parma Company; the product was taken care of like Gallo, Syros, Diplex etc.

• Parma company was the 14th member of my board's venture.

• The job was public relations.

**03M’ 08Y – 06M’ 09Y: Guru Solution Private Limited, Delhi as Computer Administrator**

**Role:-**

• Handled full system administrative work in company with the supported team.

Like the reporting of profiling, data entry, mailing, editing, hardware maintenance, software installation, head office and aired telecommunications office. Network Maintenance

• The job was on company software and the internet.

**04M’ 07Y – 12M’ 07Y: Reliance Life Insurance, Bareilly as Insurance Advisor**

**Role:**

• Understanding customer requirements and updated insurance plans were prove

• An increase in the circulation of the insurance customer.

**15M-2018-19 –upto : As a Social worker,District Ivestigatio Officer/District Child Protection officer under the Bareilly (Itrigated Child Protection Unit) is working contractor in Government of India’s Plan,.**

**Role:-**

**• Working under the Child's Care and Protection Act 2012.**

**• Under the direction of the Honorable Inshore Judiciary Board of children falling in the age group of Inyo class and under criminal offense under the age of 18 years, their financial and social investigations report prepared Presenting for advance action.**

**• Providing financial help to children living with begging children, garbage pickers, and children suffering from sickness, children displaced in the flesh trade, disadvantaged children, etc. and providing financial support to them as per their requirement.**

**• In the interest of the children, to facilitate the implementation of the scheme in coordination with various departments (Police, Health, Education, Railway, Labor Department, Information Department etc) and Prevention NGOs and in the interest of the children. Troubleshooting problems by negotiating.**

**• In the District, District Child Protection Committee and Block Protection Committee in every block of the district, by setting up Village Child Protection Committee in every village panchayat of blocks, providing government assistance by reaching every needy children.**

**• Facilitate various tasks related to the scheme and make the concerned officer aware of the tasks.**

**• Under the Sponsorship and Foster care scheme, marking the children and learning about their education and health providing that.**

**• Adoption agency can provide children with care completing the adoption process. Prepare reports of family and financial status of the adoptive family. Apart from this, completing other "administrative tasks with complete determination.**

**Worth:-**

**School Qualification: -**

High School in 1999 with PCM Group.

2005 Intermediate with PCM Group.

**Academia Eligibility: -**

**2013-14** Master of Business Administration **(HR & IT)**

**2011** Master of Art  **(Sociology), from MJ-PRU, Bareilly**

**2009** Bachelor of Arts from MJPRU, Bareilly

**Business Qualification: -**

**Professional qualification**

**2010** Diploma in Computer Hardware & Networking from J.C.H.N.P., Jetking, Bareilly, U.P.

**HOBISE: -**

• WORK ON INTERS NET AND CHATING ON INTERNET TO PRPFESSIONAL PEOPLE.

•New Invention Journey, Internet surffing and chatting .

**Less than the text: -**

• Protected as a key member of the seez Fire Branch.

• On the Republic Day, in the year 1999, participated actively in the competition organized by Bareilly Inter College, Bareilly and won the second prize

**Individual documents: -**

Date of Birth: - 20 May 1982

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Language Proficiency: - English and Hindi

Father's Name: - Sri Veer Sahay Sagar

Contact Address: - Hon. 416, Behind Usman Member, Jogi Nawada, (Durga Nagar) New Basti Post Office: - MPPU Bareilly: - 243006, UP (India)

Language Proficiency: - English and Hindi

Father's Name: - Sri Veer Sashay Sager

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**Pramod Kumar sagar**

**Date: -06/11/2019**