

Nishtha Garg

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CAREER OBJECTIVE

To achieve high career growth through a continuous learning process, keep myself dynamic, visionary and competitive with the changing scenario of the world and to contribute for the growth of

Education Details

Certification	Details
B.E.	Sal Institute Of Technology & Engineering Research CGPA 6
HSC	I.P. School Percentage 61%
SSC	Kendriya Vidyalaya Sabarmati Percentage 67

Work Experience

- 6 Months Experience as a **HR Executive in Happiness Studio – Ahmedabad (Jun 2016 - Dec 2016)**
 - Maintain Corporate Training
 - Doing help in HR Consulting

- Technical IT Support at WIPRO (Client: Arvind Ltd. – Ahmedabad)
Payroll: **Acute Informatics Pvt. Ltd. (Nov 2018 – Present)**
 - Installing Windows Operating System
 - Installing official Software into client machines
 - Troubleshoot Printer Related Issues
 - Troubleshoot Outlook Related Issues
 - Troubleshooting O365 Related Issues
 - Troubleshoot Network Connectivity Related Issues

- Troubleshooting booting related issues.
- Troubleshoot User Logon and Password Related Issues
- Provide Shared Storage with user access permission and configure network map drive.
- Installing device drivers.
- Managing and Performing Antivirus (**Symantec**) Scheduled Activity

IT Skills

Networking Skills

- Sound knowledge of major networking components & hardware components.
- In-depth knowledge of IPv4 addressing scheme using FLSM,VLSM & Summarization.
- Expertise in configuring & verifying routing configuration for a static, default as well as dynamic routing.
- Able to verify network status & operation using basic utilities such as ping ,tracert, telnet.
- Expertise in configuring & verifying VLAN , InterVLAN as well as trunking on Cisco L2 switches
- Able to investigate , diagnose & resolve given network problems.

Hardware and Computer Skill

Hardware: Assembling & De-assembling ,Troubleshooting & Maintaince of PC

- Client OS: Windows XP,7,8,8.1,10
- Antivirus: McAfee,Norton Antivirus

Personal Details

Address 41 Shivam Tenament Opposite Shailganga Society Chandkheda, Ahmedabad, Gujarat -382424

Date of birth 29/03/1994

Gender Female

Nationality India

Marital Status Unmarried

Languages known English Hindi Gujarati