**WASEEM KHAN**

VILL+POST-BARAL DISTT-BULANDSHAHR (U.P)-245408

Mob. No. 7831098642

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**OBJECTIVE:**

* To work sincerely & honestly to best of my ability, potential & to contribute in overall growth of the organization as well as my experience.

**WORK EXPERIENCE:**

* **4 Years and 9 Months of total experience in IT and Technical support.**
* Currently working with **Mahajan Overseas Pvt Ltd**.since Jan 2018.
* Worked as a **Desktop Management ENGG.** With **Aegis Precision Pvt Ltd** since April 2015 to Jan 2018.
* **Mahajan Overseas Pvt Ltd. (8-Jan-2018 to Till Date)**

Working as an **System Admin** at Panipat (Haryana)

**RESPONSIBILTIES**:

* Windows OS & AD Incident/Production Management.
* Installing Linux OS like Peppermint,Ubuntu etc.
* AD ID creation, modification, deletion.
* Installing, Configuring and Hardening of Windows 2008, 2012 Servers.
* Managing Backup of Microsoft Dynamics AX 2012 R3
* Managing Backup of Tally ERP9.
* Managing Backup of Shared Folder.
* Installing, Configuring and Managing AD / DHCP Services.
* Recovery of Deleted Users of AD.
* Backup and Restore Active Directory.
* AD Replication monitoring and regular health checks to be performed.
* Installing, Configuring and Managing WDS Service.
* Installing, Configuring and Managing WSUS Service.
* Managing GPO policies.
* Perform Security Health Check of Windows servers and other compliance related activities.
* Coordinating with different lines of services with SLA.
* 3rd party vendor coordination for visit and troubleshooting.
* Monthly check of assets.
* Password maintenance of Servers.
* Change and Deletion of DHCP scopes and entries.
* Management of IP Reservations in DHCP Scopes.
* Controlled Reboot of Server for hardware repair / replace.
* Software License Usage Monitoring.
* Managing Office 365
* Good Knowledge of AWS Services Like EC2,S3,Lambda,Roure53,Autoscaling,VPC,RDS.

**Aegis Precision Pvt Ltd. (Apr-2014 to Dec 2017)**

Working as an **Desktop Management ENGG**. Kala Amb (Himachal Pradesh)

**RESPONSIBILTIES**:

* Installing, Configuring and Hardening of Windows 2003,2008, 2012 Servers.
* Installing, Configuring and Managing AD / DHCP Services.
* Perform Security Health Check of Windows servers and other compliance related activities.
* 3rd party vendor coordination for visit and troubleshooting.
* Monthly check of assets.
* Password maintenance of Servers.
* Change and Deletion of DHCP scopes and entries.
* Management of IP Reservations in DHCP Scopes.
* Software License Usage Monitoring.
* Administrative User Account Reviews.
* Access Management of Systems.
* Policy modification.
* System’s query handling (USB issues).
* Troubleshooting of Antivirus Definitions.
* Resolution of out of date Pattern files.
* Cleaning, deleting and Quarantining affected files.
* Installation & Configuration of Operating Systems (MS Windows XP, 7, 8,10).
* Knowledge of virtualization (VM Ware Workstation, VM Ware Fusion, Virtual Box).
* Installation & Configuration of Microsoft Outlook 2007, 2010, 2013.
* Antivirus troubleshooting.
* Assembling of PC and Hardware maintenance.
* Troubleshooting of Network problems & Conflict.
* Configuring Desktop Hardware & Software.
* Maintaining and attending day-to-day user's problem calls.
* Backup and restoration of System State Data and other data.
* Providing email configuration Support for Android and I phones for Snr. users.
* Network printers, Maintaining file servers.
* Configuring of Client Machines includes Installation of Operating System, Development Packages, E-mail Clients (MS Office Outlook), Network Printer, Internet, and Antivirus.
* Maintaining Operating System, Software Updates, Hardware and Software Installation; Assembling, Configuring and Troubleshooting PC.
* Performing routine audits of systems and software.
* Adding, removing or updating user account information, resetting passwords, etc.
* Responsibility for documenting the configuration of the system.
* Collecting user feedbacks to further enhance customer satisfaction levels.
* SQL Server Installation and Its Backup/Restore.

**PROFFESIONAL QUALIFICATION:**

* Completed **3-year Diploma** in **Computer Science Engineering** from Board of Technical Education,(Uttar Pradesh) in year 2014 with 1st Division.

**ACADEMIC QUALIFICATION:**

* 10th Passed in Year 2010 from C.B.S.E Board

**STRENGTHS & ABILITIES:**

* Quick grasping power.
* Team oriented.
* Leadership instinct.
* Diligent & punctual.
* Work well under pressure and able to meet demanding deadlines
* Hard worker with positive attitude.
* Self-motivated, inventive and ready to take initiatives for upcoming tasks

**PERSONAL PROFILE:**

**Father’s Name** : Gaffar khan

**D.O.B. :** 12 Sep 1994

**Gender :** Male

**Nationality :** Indian

**Language :** English, Hindi

**DECLARATION:**

I aspire to see myself as a successful professional. I can work comfortably and efficiently in team and in any environment. I hereby certify that the afore-mentioned information is true to the best of my knowledge and belief.

**Date:**

**Place: (WASEEM KHAN)**