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|   |  **Satrunjaykumar**  Mobile : +91-8010855125 Email: satrunjaykumar@gmail.com  |
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**INFORMATION SYSTEM ADMINISTRATOR/NETWORK SERVICES ADMINISTRATOR /IT SUPPORT**

IT Professional with Total 10.5 years of experience in System Administration, Networking and IT Infrastructure.

**Technical Skills :**

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| **Microsoft Platform** | Planning, Implementing and Maintaining a Windows Server Network Infrastructure & Enviournment 2000, 2003, 2008, 2012 Server.Installing , Configuring , Implementing and Managing Microsoft **Active directory****DNS, DHCP** & **Group Policies, Wsus** |
| **ERP** | Experienced On **IDS Fortune** Enterprise Property Management System (Integrated Module for various department of Hotel. |
|  | Experienced on **IDs** Front office System**,** Point Of Sale**,** Back office Accounting System.Experienced on **EZEE Absolute** Property Management System, Point Of Sale , Material Management ,Club Management System, Spa Management System and Customer Relationship Management System, Human Resource |
|  | Experienced on Various biometrics attendance Recording Software like **Savior**, and Door lock Systems like **ONITY.** Experienced on Guest complaint System (AT your Service)  |
| **Network and Telephone** | Capable of Planning a Network setup, Including hardware Planning, cable laying plan, installation of switches and Routers, LAN/WAN /Wi-Fi infrastructure design and implementation. Through understanding of networking concepts such as leased line, ISDN. |
|  | Experienced with **Zexel, Wijungle** , Knowledge of Hotel **Internet Gateway** Fair knowledge of **Samsung , Siemens and Alcatel Telephone Epabx**  |
| **Antivirus**  | Experienced with Suqrite Endpoint , McAfee Antiviruses, Quick Heal Total Security |
| **Database**  | Experience managing **Microsoft SQl Database Servers 2008R2 ,2012**Installation and Configuration of client connectivity tools on the same |

**Software**  Installation, Troubleshooting & Reconfigure **Ms outlook** 2007, 2010, 2013, 2016

 Tally Erp, office365 Home Edition, Pet Puja Restaurant Billing setup.

**Educational and Other Qualifications:**

* **Education** Graduate in B. Com (HONS) from Nalanda Open University, Patna.
* **Professional**  Microsoft Certified Professional (**MCP)** .

 **HUBNET** Certification Course Hardware, MCSE, CCNA from Boring Road

Patna.

 HTML.SQL & C++ in LaL Bahadur Shastri Institute from New Delhi.

**Professional Experience**

Organization:- Seasons Group Hotel, Catering , Resort & Restaurants.

Site: **Seasons Catering Services Pvt. Ltd. (From Sept 2014 to Till Date)**

**Role:**  IT Executive

* Windows Server Administration
* Domain Server And Active Directory installation and Maintenance
* Computer Hardware And Network Infrastructure maintenance o
* Wi-Fi Internet Provisioning for internal staff and customers
* Installation ,Configuration and maintenance of **WI JUNLE**  firewall
* Managing &Monitoring station for Network switches and Routers (**CISCO , DLINK )**
* Installation, configuration and maintenance of **CCTV Camera and DVRS** in collaboration n with Security Department.
* Remote and Onsite IT Support to various Branches of Company in Delhi, Gurgaon, Noida& Goa, .
* Configuration and Backup of **SQL Server 2008R2**
* IT Asset procurement and Management
* Management of Siemens Epabx with 64 extensions
* Leading a team of 4 Members ensuring minimum downtime for all IT and Telecom related services
* Taking Care Of Software License renewals
* Website Manage with update photo, function achievement award with deign upload in Social Media.
* Vendor Management IT & Hotel print media services, & Branding.
* Manage G-suit Email sever 100 users.

Organization:- **Hotel 32nd Milestoe ( May 2014 to Sept 2014)**

Site: **32nd Milestone Hotel & Guest Houser , Gurgaon**

**Role: Asst.** IT Manager

* Management of IT and Telecom Services
* Looking after Windows server 2012, active directory and group Policies
* Installation and Management of SQL server 2008
* Network Infrastructure designing, upgrading and maintaining for LAN and Wireless Setup.
* Management of WI-FI controllers , Access Points and taking care of User authentications ,
* Working on Siemens Hi-Path 3000 system .Maintaining the Telephone Interface, call Billing. Service provisioning of phone services to in house Guests.
* Maintenance of Computer Peripherals, Network Equipment’s etc.
* Obtaining the software Licenses, and renewal of the same.
* Taking care of Antivirus server, Storage controllers, Network Printers etc.
* Dealing with IT equipment venders, Negotiation of Prices and finalization of AMC contracts.
* Managing and configuration the IDS software.
* Installation of CCTV Camera.

Organization:- **Grenville Hotels Pvt.Ltd.(29 November 2013 to May 2014)**

Site: Asst. IT Executive

**Role:**  Manager (IT &EDP)

* Looking after the Entire IT & Telecom Setup Of the Company
* Windows Server 2008R2 Server Management
* Active Directory Management
* IT Asset Management and Procurement of New Materials related to IT and Telecom
* Negotiation & finalization of **AMC** with venders , ensuring proper service obtained

 From all the vendors as and when required.

* Installation, configuration and maintenance of **CCTV Camera and DVRS** in collaboration n with Security Department.
* Remote and Onsite IT Support to various Branches of Company in Delhi and Gurgaon.
* Configuration and Backup of **SQL Server 2008R2 and ERP (WINHMS)**
* Planning and Implementing the End User Training to New Team Members of other Departments.
* Configure Zyxel firewall, Zyxel Access point, billing machine.
* Maintain vingCard door lock & locker.
* Manage Biometric Machine (Adman Technologies).

Organization: - **IT Support 4U** (March 2013 to Sept 2013)

Site: Hotel Altis by Aveda, kirti Nagar Sect-15 Gurgaon. / Corporate office, Pitampura, Delhi,

Role: **IT Executive**

* Manage IBM Sever X3500 M2
* Hotel Software using IDS Fortune Express V4.139 and creating user, delegate permission in all department.
* Onity door access manage and create user to access door from shift wise & floor wise.
* Everyday Report on send all report work on day in head office through mail.
* Creating and Maintaining Active directory and Group Policies
* Asset and software Inventory management, software license Management.
* Installation, Configuration and Management Of **IDS Software** ERP ,**CCTV** and **EPABAX**
* Installation and Maintenance of Audio Visual equipments

Organization: - Robosapiens Technology Pvt. Ltd. Noida (Oct 2011 to March 2013)

Site: Robosapiens Technology

Role: **Network Engineer**

* Providing remotely support or telephonic on more than 50 Windows and Mac client.
* Troubleshooting Break Fix issues related to OS performance, Network issues, Ping failure, DHCP, IP, FTP,NIC, Print servers, Driver, Free Disk Space, Patch Installation issues, MS-Outlook.
* Installing and Monitoring and repair CCTV Camera.
* Troubleshooting Hardware and Operating system related issue.
* Installing, Configuring, Maintaining MATRIX EPABX.
* Hp, Dell and Acer laptop repair, hardware component change.
* Installation, End User training on various client sites in north India .
* Providing remote and Onsite support to clients in terms of smooth operation of software’s application .

Organization: **Donear Industry Pvt. Ltd.**(sept 2010 to Aug 2011)

Site: **D’COT Ltd** deputed at **Chandiwali Mumbai**

Role:  **IT Support**

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* Managing Windows Sever 2003 Domain Environment of more than 200 Workstations & Servers in Windows 2003 Domain Environment.
* Managing (Creation / Sharing of folders & assign them appropriate permissions)
* OS installation, troubleshooting on all the Hp Dell.
* Managing MCAFEE EPO 4.5 Antivirus, on server as well as client end.
* Providing proactive support in managing a LAN/WAN Network, Desktop management.
* Installation of telephone software Aspect amp software(calling facility provide)
* Tech support for Wizapp application.
* Remote installation on Wizapp application & training provide from the Gallery (showroom).
* Showroom Auditing across the billing Management software

## Ensuring the smooth functioning of all critical Front Office and Back office Applications by maintaining the High Systems Uptime with the help of Consistent and scheduled Preventive Maintenance of Software and Hardware.

* Ensuring the Maximum Internal Customer satisfaction.
* Responsible for managing the **LAN** and the **WIFI** networks

**Personal Details:**

 Father Name : Upendra Prasad Singh

Date of Birth : 18-02-1989

Marital Status : Unmarried

Permanent Address : Prakash Sadan Near Animal hospital, Shyam Nagar, Jehanabad, Bihar.

Correspondence Address : K.H.No.80/10 Gali no.-4, Vashist Enclave, Burari Delhi-84.

Date:

Place: (Satrunjay kumar)