CURRICULUM - VITAE

Mr. Nitish Anant Pomendkar.   **Flat No-11, House No-97/4,**

Contact No: - 08879901597.   **Samarth Nagar Ghansoli,**

                                                            Navi Mumbai-400701

- ➢ **CAREER OBJECTIVE:**

  A challenging position with an expanding and dynamic company where I can implement skills that I have learnt through my past experience as well as enhance my knowledge by dedication and hard work.

- ➢ **EDUCATION**:
  - S.S.C. passed with First Class in March 2010 from Maharashtra Board.
  - Diploma in INFORMATION TECHNOLOGY completed (2015) last year. (3 years engineering diploma MSBTE)
  - Appearing BSc I.T 3rd year (Result pending).

- ➢ **TECHNICAL SKILLS:**
  - **Operating Systems:** Windows XP, Windows Vista, Windows 7, Windows 2000 Server Edition, Windows 2003 Server Edition
  - **Packages: MS Office (Excel, Word, Power Point)**
  - **Internet** (Browsing & E – Mail)
  - **MS-CIT** - 78%.
  - Computer Hardware & Software troubleshooting & Technical support, Networking, Web Mail Server Support, Pay care Software for Time Attend. Maintenance.
  - **Antivirus** –Trend Micro office scan 11.
  - **Windows Roles** – Active Directory, DNS, DHCP
  - **Networking** – Cisco switches catalyst 2960, 2960G
  - **Backups** – Tivoli backup, Attendance Backup, BAAN production Backup, Document Server Backup, Cloud Backup.

- ➢ **SOFTWARE SKILLS:**
  - Basic knowledge of C, C++, HTML, VB.NET.

- ➢ **NETWORKING SKILLS:**
  - **CCNA (Cisco Certified Network Associate) Done From IDEMI(Sion-Chunabhatti) INSTITUTE CERTIFICATION.**
  - OSI MODEL.
  - SUBNETTING(VLSMSs)
  - INTERNETWORKING OPERATING SYSTEMS(IOS)
  - MANAGING CISCO INTERNETWORK.
  - IP ROUTING.
  - SECURITY.
  - WAN TECHNOLOGIES.
  - SWITCHING AND VLANs.

- ➢ **EMAIL ADDRESS: mppmnitish@gmail.com**

> **WORK EXPERIENCE:**

1. **Ascentrik Research Pvt Ltd (Ghansoli): - As an IT Administrator from 23rd July 2018 To till Date.**

   - Worked on Win2016 Servers: - Creating Users. Granting the respective Permissions as per the policies.
   - Outlook configuration for the users
   - New Domain E-mail ids creations.
   - Installation of os, standard software and antivirus
   - Implementing & managing access rights for the users to access file server data.
   - Installation & Configuration of Microsoft Outlook all version.
   - Installation and Configuration of Net meeting & Remote Desktop connection.
   - Keeping a Track of Day to day activity & reporting same to the senior.
   - Vendor coordination for all IT related parts.
   - ISP coordination.
   - LAN, WAN Setup and connectivity with the pune office.
   - CCTV configurations.
   - Calling X-lite related issue handling.
   - Taking server backup & cloud FTP creations for client & share FTP details with the clients.
   - Do the File server, DHCP, LAN, AD configurations
   - troubleshooting laptops, desktops, printer, scanner issues.
   - Configure the network printer or local printer and troubleshooting's.
   - Installation of os, standard software and antivirus
   - Access cards configurations for attendance tracking & employee portals configurations.

2. **CMS Info System Pvt LTD. Mumbai Client: -Bharat Bijlee LTD Airoli As a Technical support engineer from 18th July 2016 To 21st July 2018.**

   - Worked on Win2012(R2) Servers: - Creating Users. Granting the respective Permissions as per the policies.
   - Handling Tivoli server defines scheduled backup tapes and manually backup tapes. Checking server's pools.
   - Troubleshooting & support technical support for all users with regards to desktop & notebook systems.
   - Implementing & managing access rights for the users to access file server data.
   - Installation & Configuration of Microsoft Outlook all version.
   - Give the Daily Basis backup MRP Export, Cold Backup, Attendance Backup, BAAN production Backup, Document Server Backup, Archive Backup.
   - Installation & Troubleshooting SAP & AutoCAD, KEB, Codesys, Exor, Flexi soft, Compaq, Jmobile, IS client related Issue.
   - Outlook configuration for the users
   - Installation of os, standard software and antivirus
   - Give exceptions while doing audit for blocking usb, cd & dvd.
   - Handling Trend micro Antivirus Server, checking the all PC updates.
   - Installation and Configuration of Net meeting & Remote Desktop connection. Take out-location call through remote using Team viewer or Ammay Admin.
   - Keeping a Track of Day to day activity & reporting same to the senior.
   - Handling branch offices.

3. **HP Project: -Serco Global Services (Goregaon) As a Desktop support engineer from 10th Jun 2015 to 16th July 2016.**

- Outlook configuration for the users
- Installation of os, standard software and antivirus
- Checking antivirus update is it proper
- Give exceptions while doing audit for blocking usb, cd & dvd.
- Configuring Avaya phones and giving extension on it
- Worked on Mac book computers and I Phone and HTC phone
- Checking links are working on Mac book computers and I Pad phones
- Configuring dongle on client laptop which ever they have so that they could use mails are properly on it.
- Doing encryption on the laptop user.
- Configure the network printer or local printer and troubleshooting's.
- Customer Tele-tech support and Remote desktop support
- Configuring & troubleshooting windows networking system Setting Lan card, hardware settings configuring TCP/IP settings.

➢ **DIPLOMA FINAL YEAR COLLAGE PROJECT:**
 (APPLICATION LOCKBOX FOR HIGH SENSITIVE DATA.)
- Implement in JAVA Language.
- Using Eclipse Juno.

➢ **PERSONAL DETAILS:**

- Date of Birth   :-   05th Oct. 1994.
- Nationality   :-   Indian
- Marital Status   :-   Single
- Languages Known :-   English, Hindi & Marathi

I hereby declare that the above Information provided by me is true and correct to the best of my Knowledge.

I hope you will consider my application. A waiting for your favorable reply.
Thanking You.

Place:- Navi Mumbai   Signature

Date :-   (Nitish Anant Pomendkar)