CURRICULUM VITAE

Rahul Negi

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Objective

Looking for a challenging career which demands the best of my professional ability in terms of technical and analytical skills, and help me in broadening and enhancing my current skill and knowledge.

Technical Skills & Abilities

- Installing and troubleshooting of windows (window XP/vista/7/8/10) and Application like MS office and
  Adobe Software,
- Computer Hardware: Machine Exposure Dell, Lenovo, Compaq, hp. Mother Boards, Video & Sound Cards, IDE/SCSI/SATA Hard Drives & other devices, Hard Disk Partitioning, Convert into Dynamic Disk, BIOS Utility, Manage Disk Utility, Tape Backup Drives, Optical Drive, Modems.
- Computer Network : System deployment through LAN. Managing user account, create user security, enabling & disabling user account and creating the user accounts. Configuring Network Setting and OS level Troubleshooting. Managing drives, files, folders with NTFS permissions. Net meeting, Remote Desktop Sharing and Networking Configuration. Configuring, Sharing and Troubleshooting Local Printer and Network Printer. Networking using TCP/IP and services Installing and troubleshooting issues related to Operating system and Desktop .
- Active Directory :- Manage AD user And Computer, Domain Sites And Service
- WIFI:-Manage Wifi Nomidex ,Access Point,
- Windows server 2007:- installation, Configuration.
- TOUCHE-(Create Department code,Charge Code Tax,Outlet menu,menu head,Discount Master,User Id.)

Experience

- Currently Working Lemon Tree Hotels Limited Dehradun as a System Administrator Executive.(Dec 2017 - Till Now)
- 1 year working experience in Skypro Pvt.Ltd as a System Administrator. Handling 3 locations of Uttarakhand with all systems, laptops and network related queries at Client End (Mahindra holidays & Resorts India limited) (16-June-2016 to 20-nov-2017)
- 6 month working experience in Transcorp Pvt Ltd. as a System Administrator. Handling 2 locations of Himanchal with all systems, laptops and network related queries at Client End (Mahindra holidays & Resorts India limited) (22 jan-2016 to 20 july-2016)

Education

Qualification	College/School	University/Board	Year Passed
Bsc.IT	Alpine Institute OF Management & Technology	HNBGU	2016
12th Class	J.I.C Kamalpur Sanglakoti	UK Board	2012
10th Class	J.I.C Kamalpur Sanglakoti	UK Board	2010

Job Description

- OS installation
- Hardware installation and troubleshooting
- Antivirus installation and configuration
- Network device configuration and trouble shooting
- Backup device handling and daily backup monitoring
- internet lease line handling.
- Guide users with simple, step-by-step instructions
- Conduct remote troubleshooting
- Test alternative pathways until you resolve an issue
- Customize desktop applications to meet user needs
- Record technical issues and solutions in logs
- Direct unresolved issues to the next level of support personnel
- Follow up with clients to ensure their systems are functional
- Report customer feedback and potential product requests
- Help create technical documentation and manuals

Personal Details

Date of Birth   12/06/1995

Gender   Male

Languages Known   Hindi, English, Punjabi

Father's Name   Late Sh. Mahipal Singh Negi

Marital Status	Single
Strengths	Self-motivated, hardworking and willingness to learn, team-working.
Address	Vill-Haluni,P.O-Sanglakoti
City	Pauri Garhwal
State	Uttarakhand
Pin	246172

Declaration

I certify that the above are true to the best of my knowledge and belief.

Date: Rahul Negi