*Professional* Summary

Saurabh Dutta

Name Saurabh Dutta

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(**9.30am - 6pm : Mob. Lock**)

Email-Id [*saurabhdutta10@gmail.com*](mailto:saurabhdutta10@gmail.com)

DOB Aug23, 1979.

Sex Male, Married

Summary of Skills

* Ability to work in Team Management
* Client Satisfaction through his work
* Resource utilization
* Single point of contact with the team and senior management on soft issues

***Work Experience***

Professional Summary

Result-driven professional with significant & progressive experience for successfully managing all Operational devices of a customer site. An enthusiastic and dedicated professional with rich and relevant experience. Has a successful mix of good communication skills interspersed with sincerity and diligence enabling him to excel in his endeavours, has a friendly and amiable disposition.

**TARGET JOB:**

Job Title : Windows Server Administrator

Desired Status: Full Time

Site Location: Delhi / NCR & Gurgaon

***Malbros Group (Preet Vihar)- onwards 2017 to Till date***

*Presently working with this Org. as a System Administrator (I.T. Hrd. & Networking).*

* I installed & configured Security (IP / DVR Base) cloud base Surveillance System.
* Hands on experience on MS-Exchange (Local DC). Firewall (Sophos /Cyberoam/SonicWALL) Configuration and troubleshooting.
* Handling various technical aspects like system design & integration, monitoring critical paths & taking appropriate actions.
* Implementing server, data backup, data security, Network Layout. Designing plans and strategies, data security, procedures to ensure that business requirements and functional specifications are fulfilled.
* Providing support of Mail’s configuration and Troubleshooting. Network related and Wi-Fi related problem. Implementation of different Engineering Software in server client side.
* Asset Management. Vendor Management.
* Vmware Labs done ( Win Server 2012/2016/2019 , Ms-Exchange 2013/2016, VmWare-Esxi Server labs 5.x,6.x ver. , Sccm srv 2012, SEPM Antivirus ) – Own experience

***RT-Outsourcing Pvt. Ltd.- ( 2016 - 2017)***

*Worked with Hp project deputed on the Maruti-Udhog vihar site as a service IT Support Exec.*

***Axis Mkt. Pvt.Ltd(Lajpat Ngr):- Sr.Technical Site Engg (2015 -2016)***

Worked with this organization & deputed as a Sr. Resident Tech. IT Engr. in **Ministry of Road & Transport Bhawan – Sansad Marg.**

Also worked with **M/s Axis Mkt. Pvt. ltd**. & deputed as a **Sr. Technical Site Engg**. in **Computer Centre,** **M/O Statistics & P.I (R.K.Puram)**. I have been assigned maintenance of local area network & Installation of structured cabling with125 Branded Desktops, printers, scanners& Line printer. Maintenance of two servers (HCL, HP) with Raid configured windows2000 server. I am handling independently troubleshooting all the devices in the entire network & Configured Server based Antivirus Management through Symantec Corp. Satisfy the customer through over technical work & explains the new requirements of Hardware/Software with contribution of IT centre of this Dep’t. I am providing channel support between Govt. site & Company Growth.

* Manage an overall Ministry site including Server, Desktops, Other peripherals & Network also. Handlings inbound & outbound requirements of the Site customers through company support. Customer’s satisfaction through our job.
* Handling 100& above nodes on the network with all the printing peripherals such as LJ, Dot matrix, DeskJet & scanner. Hardware & Software supports are also giving to the customers.
* Maintain a secure Antivirus Shield. Preventive of Desktops & Server from virus attacks & cleaned it with Symantec Corp. supports.
* Also supports of taking Backup & Maintenance Database through storage device from the server.
* Provides service for new expanding requirements from the site Admin Dep’t. & Correspondence with the Company Mkt. Division to fulfil these requirements.

***Modelama Export Ltd.(Gurgaon)- EDP Executive Engr. (2013 -2015)***

It is leading Garment Export Company. I was worked as a Resident IT Engg. in EDP Dep’t. And maintained all the Pc’s and Peripherals troubleshoots on this site as well as other co-related units & maintained also the Network Structure problems in this environment.

* Attended all IBM & Assembled Desktops on site.
* Installation & troubleshooting all pc & peripherals in this organization Network.
* Configured the network printer & scanners as well as servicing support also.
* Installation & configure the Client mail account in Outlook Express wither in third party Software (Netscape, Microsoft). Backup & Maintenance mailing database of individual Client site.
* Network Management Services- Administration on Windows NT/2000/XP. Handling Well problems during configuration of Network administration & maintenance of 100 & above Desktop’s with 150 points structured cabling in entire Network. Manage IP traffic & network security with quality of services.
* Virus Management Services. Preventive of Desktop’s & Server from virus threats &

Cleaned it with Antivirus supports.

* Backup of SQL database through external storage. Taking backup on regular basis of ERP system.
* Working experience in Linux Domain Mail Server. L1 Technical supports in Web mail & Proxy services on client site.

***Consortium Hi-Tech Pvt. Ltd.(Laj-iv) – I.T. Support Engineer (2010-2013)***

A well known IT Company for its best & quick services in Govt. sites.

In **Consortium Business**, it is a leading Organization to render IT Support & AMC Services for Govt. Org. and as well as Pvt. Sectors in Delhi. During my stay in the said Co., I worked with its IT team & gives H/S support to many Govt. Sites: -

* **Ministry of Defences** - **Northern Railway**
* **Naval Headquarters - AIIMS**
* **Ministry of Land & Developments - Press Information Bureau**
* **Coast Guard Headquarters - I.G.I Airport**
* Managed all the individual Pc’s maintenance & other peripherals in Defence Org.
* All types of assembled & branded Pc’s & other supporting peripherals
* Repairing & servicing of all types of DMP, DeskJet & Laser printers.

(HP, Wipro, Samsung)

* All type of IT related Computer Installations. Troubleshooting of all types of Pc’s & other supporting peripherals issue’s.
* Providing Technical support for desktop pc’s in win98, win2000 platforms.
* Through Team Support’s we are providing the Technical supports in all the above Govt. Org. by this company I worked as a Resident Engg.

***Technical Skills***

1. Server 2k12-R2 / W2k8 / Win Xp, 7, 8 &10 other Mac Os.
2. Red Hat Linux 6.0(L1 support)

# ***Qualifications***

**.** Graduation from Delhi University in the year 1999.

**.** Advance Diploma in Computer Hardware & Networking from Jetking School of Electronic & Technology, New Delhi.

**.** Microsoft Certified Professional (2003). & M.C.S.E (Server-2003) & C.C.N.A Course from I.A.N.T ( Janakpuri) 2009-10 session.

**.**  Red Hat Enterprises Linux 6.0 (2016).

- MCA – EIILM University – Distance Education (2009-2012)

Date: -

S***aurabh Dutta***